

Norfolk

Annual Plan Fiscal Year 2013

Community Development Block Grant (CDBG) HOME Investment Partnership (HOME) Emergency Solutions Grant (ESG)

HUD Submission







Prepared by the
City of Norfolk

Office of Budget & Management
Division of Grants Management
810 Union Street; Room 607
757.664.4080
www.norfolk.gov/grant

Acknowledgments



City Council

Honorable Mayor Paul D. Fraim
Honorable Vice Mayor Anthony L. Burfoot
Honorable Andrew A. Protogyrou
Honorable Paul D. Riddick
Honorable Thomas R. Smigiel
Honorable Theresa W. Whibley
Honorable Angelia M. Williams
Honorable Barclay C. Winn

City Manager

Marcus D. Jones

Office of Budget and Management Division of Grants Management

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Submitted to the U.S. Department of Housing and Urban Development May 30, 2012

Comments & Inquiries concerning this document should be referred to:

Prepared by the
City of Norfolk

Office of Budget & Management
Division of Grants Management
810 Union Street; Room 607
757.664.4283
www.norfolk.gov/grant



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FY 2013 Annual Action Plan Table of Contents

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FY 2013 Annual Plan Certifications



Life. Celebrated Daily.



SF 424

The SF 424 is part of the CPMP Annual Action Plan. SF 424 form fields are included in this document. Grantee information is linked from the 1CPMP.xls document of the CPMP tool.

No.	12000	UNIO C	nes.	
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Complete the fillable fields (blue cells) in the table below. The other items are pre-filled with values from the Grantee Information Worksheet.

05/24/2012	B12MC510016; M12MC510203; S12MC510002	Type of Submission				
Date Received by State	State Identifier	Application	Pre-application			
Date Received by HUD	Federal Identifier	☐ Construction	☐ Construction			
			☐ Non Construction			
Applicant Information						
City of Norfolk	19000	UOG Code – VA51111				
810 Union Street		Organizational DUNS -	- 074740069			
Suite 1100		Organizational Unit				
Norfolk	Virginia	Office of Budget and M	lanagement			
23510	Country U.S.A.	Division of Grants Man	agement			
Employer Identification Numb	oer (EIN):					
54-6001455		Program Year Start Da	ite: July 1, 2012			
Applicant Type:		Specify Other Type if				
Local Government: Township		Specify Other Type				
Program Funding Catalogue of Federal Domestic Project(s) (cities, Counties, loca	Assistance Numbers; Desc lities etc.); Estimated Fund	U.S. Department of H Development criptive Title of Applicant F				
Community Development Blo		医 体系的 医皮肤	nt: Community Development			
CDBG Project Titles: City of No Application	rfolk CDBG Entitlement	Description of Areas Affected by CDBG Project(s): City of Norfolk				
\$CDBG Grant Amount: \$3,887,	Leveraged:		cribe:			
\$Additional Federal Funds Leve	raged:	\$Additional State Funds Leveraged:				
\$Locally Leveraged Funds:		\$Grantee Funds Leveraged:				
\$Anticipated Program Income: \$0		Other (Describe): FY 12 RLF - \$275,000 plus CDBG Re-Programming Funds \$2,525,154				
Total Funds Leveraged for CDB	G – based Project(s): \$6,6					
Home Investment Partnership	s Program	14.239 HOME				
		City of Norfolk, Virginia	fected by HOME Project(s):			
\$Home Grant Amount:\$1,024,3	24 \$Additional HUD	Grant(s) Leveraged Desc	cribe:			
\$Additional Federal Funds Leve	raged:	\$Additional State Funds Leveraged:				

\$Locally Leveraged Funds:			\$Grantee Funds Leveraged:			
			Other (Describe): HOME Re-Programming Funds \$646,646			
Total Funds Leveraged for HC	DME – based Project(s):	\$1,68				
Housing Opportunities for P	eople with AIDS		14.24	11 HOPWA		
HOPWA Project Titles:			Desc	ription of Are	as Affected by HOPWA Project(s):	
\$HOPWA Grant Amount:	\$Additional Leveraged:	HUD (Grant((s)	Describe:	
\$Additional Federal Funds Lev	veraged:		\$Add	itional State I	unds Leveraged:	
\$Locally Leveraged Funds:			\$Gra	ntee Funds L	everaged:	
\$Anticipated Program Income			Othe	(Describe):		
Total Funds Leveraged for HC	PWA – based Project(s): N/A				
Emergency Shelter Grants F	rogram		14.23	1 ESG		
ESG Project Titles: City of Nor Application			City o	Description of Areas Affected by ESG Project(s): City of Norfolk, Virginia		
\$ESG Grant Amount: \$408,550 \$Additional HUD Grant(s) Le			Leve	raged:	Describe:	
\$Additional Federal Funds Lev	veraged:	Y	\$Additional State Funds Leveraged:			
\$Locally Leveraged Funds:			\$Grantee Funds Leveraged:			
\$Anticipated Program Income:			Other (Describe):			
Total Funds Leveraged for ES	G – based Project(s): \$4	408,55	50			
Congressional Districts of:		Is ap	plica	tion subject to	review by state Executive Order	
Applicant Districts 2 nd and 3 rd	Project Districts Virginia 2 nd and 3 rd	1237	72 Pro	ocess?		
Is the applicant delinquent or "Yes" please include an addit		DY		state EO 12	ation was made available to the 2372 process for review on Date	
explaining the situation. ☐ Yes	⊠ No				not covered by EO 12372 as not been selected by the state	
Derean to be contested regard	ing this application			10 (F)(2) (F)(5)		
Person to be contacted regard	ing this application					
Kimberley	M.				Pierce	
Division Head, Grants Manage		2			757-664-4238	
kimberley.pierce@norfolk.gov	http://www.norfolk	.gov/G	3rant/	(9)	Other Contact	
Signature of Authorized Repre	sentative				Date Signed 5/25/12	

CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

Affirmatively Further Fair Housing -- The jurisdiction will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

Anti-displacement and Relocation Plan -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential antidisplacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

Drug Free Workplace -- It will or will continue to provide a drug-free workplace by:

- 1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
- 2. Establishing an ongoing drug-free awareness program to inform employees about -
 - (a) The dangers of drug abuse in the workplace;
 - (b) The grantee's policy of maintaining a drug-free workplace;
 - (c) Any available drug counseling, rehabilitation, and employee assistance programs; and
 - (d) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
- 3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1;
- 4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will -
 - (a) Abide by the terms of the statement; and
 - (b) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
- 5. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;

- 6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted -
- (a) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
- (b) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
- 7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5 and 6.

Anti-Lobbying -- To the best of the jurisdiction's knowledge and belief:

- 1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
- 2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
- 3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

Authority of Jurisdiction -- The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

Consistency with plan -- The housing activities to be undertaken with CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan.

Section 3 -- It will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.

Signature/uthorized Official

25/2012

City Manager

Specific CDBG Certifications

The Entitlement Community certifies that:

Citizen Participation -- It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

Community Development Plan -- Its consolidated housing and community development plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that provide decent housing, expand economic opportunities primarily for persons of low and moderate income. (See CFR 24 570.2 and CFR 24 part 570)

Following a Plan -- It is following a current consolidated plan (or Comprehensive Housing Affordability Strategy) that has been approved by HUD.

Use of Funds -- It has complied with the following criteria:

- 1. <u>Maximum Feasible Priority</u>. With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available);
- 2. Overall Benefit. The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s) 2012, 2013 (a period specified by the grantee consisting of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;
- 3. <u>Special Assessments</u>. It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

Excessive Force -- It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its

jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and

 A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction;

Compliance With Anti-discrimination laws -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 USC 2000d), the Fair Housing Act (42 USC 3601-3619), and implementing regulations.

Lead-Based Paint -- Its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, subparts A, B, J, K and R;

Compliance with Laws -- It will comply with applicable laws.

Signature/Authorized Official

5 25 2012

City Manager

OPTIONAL CERTIFICATION CDBG

Submit the following certification only when one or more of the activities in the action plan are designed to meet other community development needs having a particular urgency as specified in 24 CFR 570.208(c):

The grantee hereby certifies that the Annual Plan includes one or more specifically identified CDBG-assisted activities which are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available to meet such needs.

Signature/Authorized Official

5 25 2012

Cify Manager

Specific HOME Certifications

The HOME participating jurisdiction certifies that:

Tenant Based Rental Assistance -- If the participating jurisdiction intends to provide tenant-based rental assistance:

The use of HOME funds for tenant-based rental assistance is an essential element of the participating jurisdiction's consolidated plan for expanding the supply, affordability, and availability of decent, safe, sanitary, and affordable housing.

Eligible Activities and Costs -- it is using and will use HOME funds for eligible activities and costs, as described in 24 CFR § 92.205 through 92.209 and that it is not using and will not use HOME funds for prohibited activities, as described in § 92.214.

Appropriate Financial Assistance -- before committing any funds to a project, it will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing;

Signature/Authorized Official

5 25 2012

City Manager

ESG Certifications

The Emergency Solutions Grants Program Recipient certifies that:

Major rehabilitation/conversion – If an emergency shelter's rehabilitation costs exceed 75 percent of the value of the building before rehabilitation, the jurisdiction will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed rehabilitation. If the cost to convert a building into an emergency shelter exceeds 75 percent of the value of the building after conversion, the jurisdiction will maintain the building as a shelter for homeless individuals and families for a minimum of 10 years after the date the building is first occupied by a homeless individual or family after the completed conversion. In all other cases where ESG funds are used for renovation, the jurisdiction will maintain the building as a shelter for homeless individuals and families for a minimum of 3 years after the date the building is first occupied by a homeless individual or family after the completed renovation.

Essential Services and Operating Costs – In the case of assistance involving shelter operations or essential services related to street outreach or emergency shelter, the jurisdiction will provide services or shelter to homeless individuals and families for the period during which the ESG assistance is provided, without regard to a particular site or structure, so long the jurisdiction serves the same type of persons (e.g., families with children, unaccompanied youth, disabled individuals, or victims of domestic violence) or persons in the same geographic area.

Renovation – Any renovation carried out with ESG assistance shall be sufficient to ensure that the building involved is safe and sanitary.

Supportive Services – The jurisdiction will assist homeless individuals in obtaining permanent housing, appropriate supportive services (including medical and mental health treatment, victim services, counseling, supervision, and other services essential for achieving independent living), and other Federal State, local, and private assistance available for such individuals.

Matching Funds – The jurisdiction will obtain matching amounts required under 24 CFR 576.201.

Confidentiality – The jurisdiction has established and is implementing procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted under the ESG program, including protection against the release of the address or location of any family violence shelter project, except with the written authorization of the person responsible for the operation of that shelter.

Homeless Persons Involvement – To the maximum extent practicable, the jurisdiction will involve, through employment, volunteer services, or otherwise, homeless individuals and families in constructing, renovating, maintaining, and operating facilities assisted under the ESG program, in providing services assisted under the ESG program, and in providing services for occupants of facilities assisted under the program.

Consolidated Plan – All activities the jurisdiction undertakes with assistance under ESG are consistent with the jurisdiction's consolidated plan.

Discharge Policy – The jurisdiction will establish and implement, to the maximum extent practicable and where appropriate policies and protocols for the discharge of persons from

publicly funded institutions or systems of care (such as health care facilities, mental health facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent this discharge from immediately resulting in homelessness for these persons.

Signature/Authorized Official

5 25 2012 Date

City Manager

HOPWA Certifications

The HOPWA grantee certifies that:

Activities -- Activities funded under the program will meet urgent needs that are not being met by available public and private sources.

Building -- Any building or structure assisted under that program shall be operated for the purpose specified in the plan:

- 1. For at least 10 years in the case of assistance involving new construction, substantial rehabilitation, or acquisition of a facility,
- 2. For at least 3 years in the case of assistance involving non-substantial rehabilitation or repair of a building or structure.

NIA	
Signature/Authorized Official	Date
 Title	

APPENDIX TO CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING AND DRUG-FREE WORKPLACE REQUIREMENTS:

A. Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

B. <u>Drug-Free Workplace Certification</u>

- 1. By signing and/or submitting this application or grant agreement, the grantee is providing the certification.
- 2. The certification is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, HUD, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.
- 3. Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.
- 4. Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio stations).
- 5. If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph three).
- 6. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance (Street address, city, county, state, zip code)

City of Norfolk

810 Union Street, Rm 607

Norfolk, VA 23510

AHN: 077ice of Budget and Grants Management

Check ___ if there are workplaces on file that are not identified here.

This information with regard to the drug-free workplace is required by 24 CFR part 21.

7. Definitions of terms in the Nonprocurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules:

"Controlled substance" means a controlled substance in Schedules I through V of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation (21 CFR 1308.11 through 1308.15);

"Conviction" means a finding of guilt (including a plea of nolo contendere) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes;

"Criminal drug statute" means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, use, or possession of any controlled substance;

"Employee" means the employee of a grantee directly engaged in the performance of work under a grant, including: (i) All "direct charge" employees; (ii) all "indirect charge" employees unless their impact or involvement is insignificant to the performance of the grant; and (iii) temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee's payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the grantee's payroll; or employees of subrecipients or subcontractors in covered workplaces).



For CM Office u	se only:
DAS# 1749	08
Date CM signed	:
00///	_/2012

DOCUMENT TRANSMITTAL FORM

Use for Contracts, Agreements, RFPs, and Grants

PARTY (Company and principal's names with which the City is entering into the agreement.) EFFECTIVE DATES (Start & end dates) TOTAL DOLLAR VALUE Community Development Block Grant (CDBG) Program: \$3,887,210 HOME Investment Partnership Program (HOME): \$1,024,324 Emergency Solutions Grant (ESG) Program: \$408,550 HOME Investment Partnership Program (HOME): \$1,024,324 Emergency Solutions Grant (ESG) Program: \$408,550 HUD Entitlement Grant Funds for CDBG, HOME, and ESG Programs. HUD Entitlement Grant Funds for CDBG, HOME, and ESG Programs. HUD Entitlement Grant Funds for CDBG, HOME, and ESG Programs. HUD Entitlement Grant Funds for CDBG, HOME, and ESG Programs. HUD Entitlement Grant Funds for CDBG, HOME, and ESG Agreements upon receiving HUD approval for the City of Norfolk's FY 2013 Annual Plan. PROCUREMENT METHOD (RFP, Sealed BID, etc.) VALIDATION OF PROCUREMENT METHOD (Certification that this is not a sole source procurement; description of MWBE outreach efforts) CALL OUTS (Indicate any unique circumstances regarding provisions such as procurement protest pending, emergency purchase or other time sensitivity, so forth, along with any other pertinent information) The City of Norfolk's FY 2013 Annual Plan was approved by HUD, and HUD provided Grant Agreements for the three (3) aforementioned Entitlement Sensitivity, so forth, along with any other pertinent information) Please indicate if there is a legitimate required date by which the City Manager needs to respond. Due Date: August 20, 2012 Reason for Due Date: The Office of Budget and Grants Management for pickup and further processing at 664-4283. Please contact the Office of Budget and Grants Management is requesting this time in order to further process and procedures have been adhered to and therefore, I (we) recommend the City Manager execute this document. Limitation of the attached document in a manner to protect and account to the public. Date and procedures have been adhered to and therefore, I (we) recommend the City Manager execute this d	TITLE	City's FY 2013 Annu	al Plan Agreements	
with which the City is entering into the agreement.) FEFECTIVE DATES (Start & end dates) July 1, 2012 through June 30, 2013 TOTAL DOLLAR VALUE Community Development Block Grant (CDBG) Program: \$3,887,210 HOME Investment Partnership Program (HOME): \$1,024,324 Emergency Solutions Grant (ESG) Program: \$408,550 HUD Entitlement Grant Funds for CDBG, HOME, and ESG Programs. HUD Entitlement Grant Funds for CDBG, HOME, and ESG Programs. HUD regulations require the signature of the aforementioned CDBG, HOME and ESG Agreements upon receiving HUD approval for the City of Norfolk's FY 2013 Annual Plan. PROCUREMENT METHOD (RFP, Sealed BID, etc.) Not Applicable. VALIDATION OF PROCUREMENT METHOD (Certification that this is not a sole source procurement; description of MWBE outreach efforts) CALL OUTS (Indicate any unique circumstances regarding provisions such as procurement protest pending, emergency purchase or other time sensitivity, so forth, along with any other pertinent information) Please indicate if there is a legitimate required date by which the City Manager needs to respond. Due Date: August 20, 2012 Reason for Due Date: The Office of Budget and Grants Management for pickup and further process the FY 2013 Annual Plan contract process. Certificate of Satisfaction: I (We) hereby certify that all reasonable due diligence has been performed to sufficiently develop the contents and implications of the attached document in a manner to protect and account to the public. Further, all City policies and procedures have been adhered to and therefore, I (we) recommend the City Manager execute this document. Department Head Signature Date Department Head Signature Date Department Head Signature Date	PARTY (Company and principal's names			ID)
Duta Dollar Value Community Development Block Grant (CDBG) Program: \$3,887,210 HOME Investment Partnership Program; (HOME): \$1,024,324 Emergency Solutions Grant (ESG) Program: \$408,550 HUD Entitlement Grant Funds for CDBG, HOME, and ESG Programs. HUD Entitlement Grant Funds for CDBG, HOME, and ESG Programs. HUD Entitlement Grant Funds for CDBG, HOME, and ESG Programs. HUD Entitlement Grant Funds for CDBG, HOME, and ESG Programs. HUD Entitlement Grant Funds for CDBG, HOME, and ESG Programs. HUD Entitlement Grant Funds for CDBG, HOME, and ESG Agreements upon receiving HUD approval for the City of Norfolk's FY 2013 Annual Plan. Not Applicable. Not Applicable. Not Applicable. Not Applicable. The City of Norfolk's FY 2013 Annual Plan was approved by HUD, and HUD provided Grant Agreements for the three (3) aforementioned Entitlement sensitivity, so forth, along with any other pertinent information) The City of Norfolk's FY 2013 Annual Plan was approved by HUD, and HUD provided Grant Agreements for the three (3) aforementioned Entitlement on the programs. Three HUD Entitlement Agreements for each Program are required to be signed by Authorized Representative of the City of Norfolk. Programs. Three HUD Entitlement Agreements for each Program are required to be signed by Authorized Representative of the City of Norfolk. Please contact the Office of Budget and Grants Management for pickup and further processing at 664-4283.			g	
Community Development Block Grant (CDBG) Program: \$3,887,210 HOME Investment Partnership Program (HOME): \$1,024,324 Emergency Solutions Grant (ESG) Program: \$408,550 FUNDING SOURCE (Operating or capital budget; budget year; grant or other source) Type (New or extension) Continuation Continuation Continuation Continuation HUD Entitlement Grant Funds for CDBG, HOME, and ESG Programs. HUD Entitlement Grant Funds for CDBG, HOME, and ESG Programs. HUD Entitlement Grant Funds for CDBG, HOME, and ESG Programs. HUD Entitlement Grant Funds for CDBG, HOME, and ESG Programs. HUD Entitlement Grant Funds for CDBG, HOME, and ESG Programs. HUD Entitlement Grant Funds for CDBG, HOME, and ESG Programs. HUD Entitlement Grant Funds for CDBG, HOME, and ESG Agreements upon receiving HUD approval for the City of Norfolk's FY 2013 Annual Plan. Not Applicable. Not Applicable. Applicable. The City of Norfolk's FY 2013 Annual Plan was approved by HUD, and HUD provided Grant Agreements for the three (3) aforementioned Entitlement Programs. Three HUD Entitlement Agreements for each Program are required to be signed by Authorized Representative of the City of Norfolk. Please indicate if there is a legitimate required date by which the City Manager needs to respond. Please indicate if there is a legitimate required date by which the City Manager needs to respond. Please indicate if there is a legitimate required date by which the City Manager needs to respond. Please indicate of Satisfaction: I (We) hereby certify that all reasonable due diligence has been performed to sufficiently develop the contents and implications of the attached document in a manner to protect and account to the public. Further, all City policies and procedures have been adhered to and therefore, I (we) recommend the City Manager execute this document. Pagent Hudle First FY 2013 Annual Plan contract process. Please Contact the Office of Budget and Grants Management is requesting this time in order to further process the FY 2013 Annual Plan contr	agreement.)			
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U.S. Department of Housing and Urban Development Office of Community Planning and Development Community Development Block Grant Program

Development Act (Public Law 930383)	ilaility	Borolopinoni Bio	on alam i rogiai	3.5		
HI-00515R of 20515R						
1. Name of Grantee (as shown in item 5 of Standard Form 424)	3a. G	rantee's 9-digit Tax	3b. Grantee's DUNS	Number:	4. Date use of funds may	
CITY OF NORFOLK	0.75	mber:	074740069		begin (mm/dd/yyyy):	
	54-6	5001455			07/01/2012	
2. Grantee's Complete Address (as shown in item 5 of Standard Form 424)		5a. Project/Grant No.	.1	6a. Amoi	unt Approved	
1101 CITY HALL BUILDING		B12 MC 51 (0016	\$3,8	\$3,887,210	
810 UNION STREET	5b. Project/Grant No.		. 2 6b. Amount		unt Approved	
NORFOLK, VA 23510						
3FD FYI (L) EC1 862/40162		5c. Project/Grant No. 3 6c. Amount Approved			ınt Approved	
Grant Agreement: This Grant Agreement between the Department of Housing at	nd Urba	n Development (HHI)) and the above nam	ed Grante	e is made nursuant to the	
authority of Title I of the Housing and Community Development Act of 1974, as a	mended	. (42 USC 5301 et se	g.). The Grantee's su	bmissions	for Title I assistance, the	
HUD regulations at 24 CFR Part 570 (as now in effect and as may be an	nended	from time to time), and this Funding	Approva	l, including any special	
conditions/addendums, constitute part of the Agreement. Subject to the provisio						
available to the Grantee upon execution of the Agreement by the parties. The fund						
after the date specified in item 4 above provided the activities to which such cos						

NORFOLK, VA 23510 3FD FYI (L) EC1 862/40162			5c. Project/G	arant No. 3	-	6c. Amount Ap	pproved
Grant Agreement: This Grant Agreement between the De authority of Title I of the Housing and Community Develop HUD regulations at 24 CFR Part 570 (as now in effeconditions/addendums, constitute part of the Agreement available to the Grantee upon execution of the Agreement beafter the date specified in item 4 above provided the activagreement costs may not be paid with funding assistance specifications to the Funding Approval. The Grantee agrees to required in regulations issued by the Secretary pursuant responsibility for adherence to the Agreement by sub-recipies	ment Act of 197 ct and as may Subject to the p by the parties. T ities to which s becified here unl assume all of the	74, as amended be amended or be amended or be funding ass uch costs are reless they are au he responsibility of Title I a	from time to is Grant Agristance specificated are can thorized in Hies for environ	01 et seq.). The Grant to time), and this Freement, HUD will m fied in the Funding A mied out in complian IUD regulations or aponmental review, deci 1 in 24 CFR Part 58	tee's substanting and the proval received by the control of the co	missions for 'Approval, in funding assis may be used tall applicable by waiver and king, and activations.	Title I assistance, the cluding any special stance specified here to pay costs incurred e requirements. Pre-I listed in the special ons, as specified and
U.S. Department of Housing and Urban Development (By Name)			Grantee Nar	ne			
Ronnie J. Legette				D. Jones			
Title	d Davalann	aant	Title	nnaav			
Director, Office of Community Planning ar	Date (mm/dd/yy		City Ma	anager		D	ate (mm/dd/yyyy) 8 (17-12
7. Category of Title I Assistance for this Funding Action (check only one) a. Entitlement, Sec 106(b) b. State-Administered, Sec 106(d)(1) c. HUD-Administered Small Cities, Sec 106(d)(2)(B) d. Indian CDBG Programs, Sec 106(a)(1)	8. Special Conc (check one) None Attached	litions	9a Da 05 9b. Da (mn 9c. Da	ate HUD Received Subm 5/31/2012 ate Grantee Notified n/dd/yyyy) ate of Start of Program Y /01/2012		App b. An	
e. Surplus Urban Renewal Funds, Sec 112(b) f. Special Purpose Grants, Sec 107		Community Deve	lopment	i varanciani	1		ľ
g. Loan Guarantee, Sec 108	Block Gran			FY (2012)	FY ()	FY()
g. Louir addition, 550 100	-	eserved for this					1
8		ow being Approv		3,887,210			
	26170 H - 1999 12400 - 7 1000	tion to be Cancel nus 11b)	led				
12a. Amount of Loan Guarantee Commitment now being Approved	,	12b. Name and	complete Add	ress of Public Agency	•		
Loan Guarantee Acceptance Provisions for Designated A The public agency hereby accepts the Grant Agreement ex Department of Housing and Urban Development on the ab respect to the above grant number(s) as Grantee designat loan guarantee assistance, and agrees to comply with the conditions of the Agreement, applicable regulations requirements of HUD now or hereafter in effect, perta assistance provided it.	ecuted by the ove date with ed to receive he terms and , and other	12c. Name of A Title Signature	uthorized Offic	cial for Designated Publi	c Agency	2	
HUD Accounting use Only							
	cument No.	Project Number	Catego	ory Amoun	t		ective Date n/dd/yyyy) F
1 1 7 6 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1		Project Number	그 Ш ㄱ	Amoun	t		
LI Y		Project Number		Amoun	t		
Date Entered PAS (mm/dd/yyyy) Date Entered LOCCS (mm/dd	d/yyyy) Batch	Number	Transaction	on Code En	itered By		Verified By
				24 CFF	3.570	form	n HUD-7082 (4/93)

2012 Funding Approval/Agreement

Title I of the Housing and Community
Development Act (Public Law 930383)

U.S. Department of Housing and Urban Development

24 CFR 570

form HUD-7082 (4/93)

Office of Community Planning and Development Community Development Block Grant Program

HI-00515R of 20515R 1. Name of Grantee (as shown in item 5 of Standard Form 424) 3a. Grantee's 9-digit Tax 3b. Grantee's DUNS Number: 4. Date use of funds may ID Number: begin (mm/dd/yyyy): CITY OF NORFOLK 074740069 54-6001455 07/01/2012 2. Grantee's Complete Address (as shown in item 5 of Standard Form 424) 5a. Project/Grant No. 1 6a. Amount Approved 1101 CITY HALL BUILDING B12 MC 51 0016 \$3,887,210 5b. Project/Grant No. 2 6b. Amount Approved 810 UNION STREET NORFOLK, VA 23510 5c. Project/Grant No. 3 6c. Amount Approved 3FD FYI (L) EC1 862/40162 Grant Agreement: This Grant Agreement between the Department of Housing and Urban Development (HUD) and the above named Grantee is made pursuant to the authority of Title I of the Housing and Community Development Act of 1974, as amended, (42 USC 5301 et seq.). The Grantee's submissions for Title I assistance, the HUD regulations at 24 CFR Part 570 (as now in effect and as may be amended from time to time), and this Funding Approval, including any special conditions/addendums, constitute part of the Agreement. Subject to the provisions of this Grant Agreement, HUD will make the funding assistance specified here available to the Grantee upon execution of the Agreement by the parties. The funding assistance specified in the Funding Approval may be used to pay costs incurred after the date specified in item 4 above provided the activities to which such costs are related are carried out in compliance with all applicable requirements. Preagreement costs may not be paid with funding assistance specified here unless they are authorized in HUD regulations or approved by waiver and listed in the special conditions to the Funding Approval. The Grantee agrees to assume all of the responsibilities for environmental review, decision making, and actions, as specified and required in regulations issued by the Secretary pursuant to Section 104(g) of Title I and published in 24 CFR Part 58. The Grantee further acknowledges its responsibility for adherence to the Agreement by sub-recipient entities to which it makes funding assistance hereunder available. U.S. Department of Housing and Urban Development (By Name) Grantee Name Ronnie J. Legette Marcus D. Jones Title Title Director, Office of Community Planning and Development City Manager Date (mm/dd/yyyy) AUG = 2 Signature Date (mm/dd/yyyy) Signatu 7. Category of Title I Assistance for this Funding Action 8. Special Conditions 9a Date HUD Received Submission 10. check one (check only one) (check one) a. Orig. Funding 05/31/2012 None N a. Entitlement, Sec 106(b) 9b. Date Grantee Notified Approval b. State-Administered, Sec 106(d)(1) Attached b. Amendment (mm/dd/yyyy) Amendment Number c. HUD-Administered Small Cities, Sec 106(d)(2)(B) 9c. Date of Start of Program Year d. Indian CDBG Programs, Sec 106(a)(1) 07/01/2012 e. Surplus Urban Renewal Funds, Sec 112(b) 11. Amount of Community Development f. Special Purpose Grants, Sec 107 **Block Grant** FY (2012) FY (FY (g. Loan Guarantee, Sec 108 a. Funds Reserved for this Grantee b. Funds now being Approved 3,887,210 c. Reservation to be Cancelled (11a minus 11b) 12a. Amount of Loan Guarantee Commitment now being Approved 12b. Name and complete Address of Public Agency Loan Guarantee Acceptance Provisions for Designated Agencies: The public agency hereby accepts the Grant Agreement executed by the Department of Housing and Urban Development on the above date with respect to the above grant number(s) as Grantee designated to receive 12c. Name of Authorized Official for Designated Public Agency loan guarantee assistance, and agrees to comply with the terms and conditions of the Agreement, applicable regulations, and other requirements of HUD now or hereafter in effect, pertaining to the assistance provided it. Signature **HUD Accounting use Only** Effective Date Batch TAC Program Y A Reg Area Document No. Project Number Category Amount (mm/dd/yyyy) Project Number Amount Project Number Amount Date Entered PAS (mm/dd/yyyy) Date Entered LOCCS (mm/dd/yyyy) Batch Number Transaction Code Entered By Verified By

2012 Funding Approval/Agreement
Title I of the Housing and Community
Development Act (Public Law 930383)

U.S. Department of Housing and Urban Development Office of Community Planning and Development Community Development Block Grant Program

HI-00515R of 20515R							
1. Name of Grantee (as shown in item 5 of Standard Form 424)		3a. Grantee	's 9-digit Tax	3b. Grantee's	s DUNS Num	ber:	4. Date use of funds may
CITY OF NORFOLK		ID Number:		074740			begin (mm/dd/yyyy):
		54-6001		10000 185 WILL			07/01/2012
2. Grantee's Complete Address (as shown in item 5 of Standard Fo	orm 424)		Project/Grant No				nt Approved
1101 CITY HALL BUILDING			312 MC 51				37,210
810 UNION STREET		5b.	Project/Grant No	. 2	6b	. Amoun	nt Approved
NORFOLK, VA 23510							
3FD FYI (L) EC1 862/40162			Project/Grant No	. 3	6c	. Amoun	t Approved
Grant Agreement: This Grant Agreement between the De authority of Title I of the Housing and Community Develop HUD regulations at 24 CFR Part 570 (as now in effect conditions/addendums, constitute part of the Agreement available to the Grantee upon execution of the Agreement after the date specified in item 4 above provided the active agreement costs may not be paid with funding assistance specifications to the Funding Approval. The Grantee agrees to required in regulations issued by the Secretary pursuant responsibility for adherence to the Agreement by sub-recipied U.S. Department of Housing and Urban Development (By Name) Ronnie J. Legette	ment Act of 1974, as an ct and as may be an Subject to the provision by the parties. The func- ties to which such cos- secified here unless the assume all of the respo to Section 104(g) of T	mended, (42 mended from ns of this Grating assistance ts are related y are authorizonsibilities for Citle I and prakes funding Grating Grating I G	USC 5301 et se time to time ant Agreement e specified in to I are carried ou zed in HUD reg or environmenta ublished in 24	eq.). The Gran), and this F , HUD will n the Funding A at in complian gulations or ap al review, deci CFR Part 58 eunder availab	tee's submise and the funding Apmake the funding pproval major with all oproved by sion making and the Graph and t	ssions for proval, and ing as y be use applica waiver ag, and a	or Title I assistance, the including any special ssistance specified here ed to pay costs incurred able requirements. Preand listed in the special actions, as specified and
Title		Title		71162			
Director, Office of Community Planning ar	d Develonment	D 2	ity Manage	r			
Signature	Date (mm/dd/yyyy)		lature Manage	6			Date (mm/dd/yyyy) 8 1 1 > 1 1 2
7. Category of Title I Assistance for this Funding Action (check only one) a. Entitlement, Sec 106(b) b. State-Administered, Sec 106(d)(1) c. HUD-Administered Small Cities, Sec 106(d)(2)(B) d. Indian CDBG Programs, Sec 106(a)(1)	8. Special Conditions (check one) None Attached	7115	9a. Date HUI 05/31/2 9b. Date Grant (mm/dd/yyy) 9c. Date of Sta	lee Notified y) urt of Program Y		b.	
e. Surplus Urban Renewal Funds, Sec 112(b)			07/01/2	012			
f. Special Purpose Grants, Sec 107	11. Amount of Communi	ity Developmer	1		1		
g. Loan Guarantee, Sec 108	Block Grant		FY (20	012)	FY ()	FY()
g. Loan dualance, Sec 100	a. Funds Reserved	for this Grante	е				
	b. Funds now being	Approved	3.8	387,210			
	c. Reservation to be	Cancelled		/			
	(11a minus 11b)						
12a. Amount of Loan Guarantee Commitment now being Approved	12b. Na	ame and comp	lete Address of F	Public Agency			
Loan Guarantee Acceptance Provisions for Designated A The public agency hereby accepts the Grant Agreement ext Department of Housing and Urban Development on the abrespect to the above grant number(s) as Grantee designation guarantee assistance, and agrees to comply with the conditions of the Agreement, applicable regulations, requirements of HUD now or hereafter in effect, pertaassistance provided it.	couted by the ove date with ed to receive te terms and and other	ame of Authoriz	zed Official for De	esignated Publi	c Agency		9
assistance provided it.	Signatu	ire					
		*			-		
HUD Accounting use Only			¥			7	
Batch TAC Program Y A Reg Area Doo	ument No. Project N	umber	Category	Amount			Effective Date mm/dd/yyyy) F
153	Project N]]]	Amount] [
			L				
Date Entered PAS (mm/dd/vvvv) Date Entered LOCCS (mm/dd	(vvvv) Batch Number	Tr	ansaction Code	Fn	tered By		Verified By

2012 Funding Approval and HOME Investment Partnerships Agreement

Title II of the National Affordable Housing Act

U.S. Department of Housing and Urban Development Office of Community Planning and Development OMB Approval No. 2506-0171 (Exp. 12/31/2012)

Public reporting burden for this collection of information is estimated to average 1 hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless that collection displays a valid OMB control number.

The HOME statute imposes a significant number of data collection and reporting requirements. This includes information on assisted properties, on the owners or tenants of the properties, and on other programmatic areas. The information will be used: 1) to assist HOME participants in managing their programs; 2) to track performance of participants in meeting fund commitment and expenditure deadlines; 3) to permit HUD to determine whether each participant meets the HOME statutory income targeting and affordability requirements; and 4) to permit HUD to determine compliance with other statutory and regulatory program requirements. This data collection is authorized under Title II of the Cranston-Gonzalez National Affordable Housing Act or related authorities. Access to Federal grant funds is contingent on the reporting of certain project-specific data elements. Records of information collected will be maintained by the recipients of the assistance. Information on activities and expenditures of grant funds is public information and is generally available for disclosure. Recipients are responsible for ensuring confidentiality when public disclosure is not required.

Participant Name and Address Name and Address	2. Participant Number				
CITY OF NORFOLK	M12 UC			T 4 F	NINO N
1101 City Hall Bldg, 810 Union St. 3FD FYI 2012(H) HMC	54 6001		tion Number	5000 5000	DUNS Number 074740069
Norfolk, VA 23510 12HMIF	4. Appropria	atior		5. F	Y (yyyy)
	862/40205				2012
6. Previous Obligation (Enter "0" for initial FY allocation)					\$0.00
a. Formula Funds		\$			
b. Community Housing Development Org. (CHDO) Competitive		\$			
7. Current Transaction (+ or -)					\$1,024,324
a. Formula Funds		\$1,	024,324		
CHDO (For deobligations only)			\$		
2. Non- CHDO (For deobligations only)			\$		
b. CHDO Competitive Reallocation or Deobligation (see #18 below)	\$			
8. Revised Obligation					\$
a. Formula Funds		\$			
b. CHDO Competitive Reallocation		\$			
9. Special Conditions (check applicable box)	10. Date of	Ob	ligation (Congression	al Rele	ase Date)
☐ Not applicable ☐ Attached	(mm/dd/y	ууу	/AUG - 2 20	12	
the HUD regulations at 24 CFR Part 92 (as is now in effect and as may be HUD-40093, including any special conditions, constitute part of this Agreem Year specified, available to the Participating Jurisdiction/Entity upon executing HUD by formula reallocation are covered by this Agreement upon execution amendment or other consent. HUD's payment of funds under this Agreement funds transfer and information reporting procedures issued pursuant to 24 Cby its execution of an amendment, deobligate funds previously awarded execution of the amendment or other consent. The Participating Jurisdiction repayable when the housing no longer qualifies as affordable housing. Regagrees to assume all of the responsibility for environmental review, decision CFR Part 58.	ent. Subject to ion of this Agre on of an amen nt is subject to CFR 92.502. To to the Participon/Entity agree payment shall I	the eme dme the the patin s th	provisions of this Agreement by the parties. All fund not by HUD, without the Participating Jurisdiction' extent authorized by HUI g Jurisdiction/Entity with at funds invested in afformade as specified in 24 (nent, HU ds for the Particip s/Entity D regulation out the rdable CFR Pa	JD will make the funds for the Fiscal ne specified Fiscal Year provided by ating Jurisdiction's execution of the s's compliance with HUD's electronic ations at 24 CFR Part 92, HUD may, a Participating Jurisdiction's/Entity's housing under 24 CFR Part 92 are art 92. The Participating Jurisdiction
The Grantee shall comply with requirements established by the Office of Numbering System (DUNS), the Central Contractor Registration (CCR) datable A to Part 25 of the Financial Assistance Use of Universal Identifier and Ce CFR part 25) and Appendix A to Part 170 of the Requirements for Federal Ft 14, 2010) (to be codified at 2 CFR part 170).	pase, and the F ntral Contracto unding Account	edei r Re abili	ral Funding Accountability gistration, 75 Fed. Reg. ty and Transparency Act	and Tr 55671 (ransparency Act, including Appendix (Sept. 14, 2010) (to be codified at 2 entation, 75 Fed. Reg. 55663 (Sept.
 For the U.S. Department of HUD (Name and Title of Authorized Office Ronnie J. Legette, CPD Director 	eial)	12.	Signature		13. Date AVG /- 2 2012
 For the Participating Jurisdiction/Entity (Name and Title of Authorized Marcus D. Jones, City Manager 	d Official)	15.	Signature County)	16. Date 8 1/7/2
17. Check one: ☐ Initial Agreement ☐ Amendment #	_	•	((,
18. Funding Information: HOME Source of Funds Appropriation Code PAS Code Amount FY2012 862/40205 HMC 1,024,3 \$				***	

*Special Conditions

HOME funds used for projects not completed within 4 years of the commitment date, as determined by a signature of each party to the agreement shall be repaid, except that the Secretary may extend the deadline for 1 year if the Secretary determines that the failure to complete the project is beyond the control of the participating jurisdiction.

No HOME funds may be committed to any project unless each participating jurisdiction certifies that it has conducted an underwriting review, assessed developer capacity and fiscal soundness, and examined neighborhood market conditions to ensure adequate need for each project.

Any homeownership units funded with HOME funds which cannot be sold to an eligible homeowner within 6 months of project completion shall be rented to an eligible tenant.

No HOME funds may be awarded for development activities to a community housing development organization that cannot demonstrate that it has staff with demonstrated development experience.

2012 Funding Approval and HOME Investment Partnerships Agreement

Title II of the National Affordable Housing Act

U.S. Department of Housing and Urban Development Office of Community Planning and Development

OMB Approval No. 2506-0171 (Exp. 12/31/2012)

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The HOME statute imposes a significant number of data collection and reporting requirements. This includes information on assisted properties, on the owners or tenants of the properties, and on other programmatic areas. The information will be used: 1) to assist HOME participants in managing their programs; 2) to track performance of participants in meeting fund commitment and expenditure deadlines; 3) to permit HUD to determine whether each participant meets the HOME statutory income targeting and affordability requirements; and 4) to permit HUD to determine compliance with other statutory and regulatory program requirements. This data collection is authorized under Title II of the Cranston-Gonzalez National Affordable Housing Act or related authorities. Access to Federal grant funds is contingent on the reporting of certain project-specific data elements. Records of information collected will be maintained by the recipients of the assistance. Information on activities and expenditures of grant funds is public information and is generally available for disclosure. Recipients are responsible for ensuring confidentiality when public disclosure is not required.

Participant Name and Address CITY OF NORFOLK	2. Participant Number M12 UC 51 0212			
1101 City Hall Bldg, 810 Union St. 3FD FYI 2012(H) HMC	3. Tax Identification Number 54 6001455		4. DUNS No 0747400	
Norfolk, VA 23510 12HMIF	4. Appropriat 862/40205		5. FY (yyyy) 2012	
6. Previous Obligation (Enter "0" for initial FY allocation)			\$0.00	
a. Formula Funds		\$		
b. Community Housing Development Org. (CHDO) Competitive		\$		
7. Current Transaction (+ or -)			\$1,02	4,324
a. Formula Funds		\$1,024,324		
CHDO (For deobligations only)		\$		
2. Non- CHDO (For deobligations only)		\$		
b. CHDO Competitive Reallocation or Deobligation (see #18 below	v) ;	\$		
8. Revised Obligation			\$	
a. Formula Funds		\$		
b. CHDO Competitive Reallocation		\$		
9. Special Conditions (check applicable box)		Obligation (Congression		e)
□ Not applicable	(mm/dd/yy	yy) AUG/ - 2 2012	2	
the HOME Investment Partnerships Act (42 U.S.C. 12701 et seq.). The Part the HUD regulations at 24 CFR Part 92 (as is now in effect and as may be HUD-40093, including any special conditions, constitute part of this Agreem Year specified, available to the Participating Jurisdiction/Entity upon execut HUD by formula reallocation are covered by this Agreement upon execut amendment or other consent. HUD's payment of funds under this Agreement funds transfer and information reporting procedures issued pursuant to 24 by its execution of an amendment, deobligate funds previously awarded execution of the amendment or other consent. The Participating Jurisdict repayable when the housing no longer qualifies as affordable housing. Reagrees to assume all of the responsibility for environmental review, decision CFR Part 58.	e amended from nent. Subject to the tion of this Agree ion of an amendent is subject to the CFR 92.502. To the dot to the Participation/Entity agrees epayment shall be no making, and according the control of the tion of the participation of	time to time) and this HC ne provisions of this Agre- ment by the parties. All fu- ment by HUD, without th- he Participating Jurisdiction he extent authorized by Hating Jurisdiction/Entity with that funds invested in a made as specified and re- tions, as specified and re-	OME Investment Pement, HUD will munds for the specific Participating Juin's/Entity's complud regulations at without the Participation of the Participation o	artnership Agreement, form take the funds for the Fiscal ied Fiscal Year provided by risdiction's execution of the iance with HUD's electronic 24 CFR Part 92, HUD may, pating Jurisdiction's/Entity's under 24 CFR Part 92 are he Participating Jurisdiction n at 24 CFR 92.352 and 24
The Grantee shall comply with requirements established by the Office of Numbering System (DUNS), the Central Contractor Registration (CCR) data A to Part 25 of the Financial Assistance Use of Universal Identifier and CCFR part 25) and Appendix A to Part 170 of the Requirements for Federal F14, 2010) (to be codified at 2 CFR part 170).	abase, and the Fe entral Contractor	deral Funding Accountabi Registration, 75 Fed. Reg	lity and Transpare g. 55671 (Sept. 14	ncy Act, including Appendix I, 2010) (to be codified at 2
11. For the U.S. Department of HUD (Name and Title of Authorized Offi Ronnie J. Legette, CPD Director	cial) 1	2. Signature	_	13. Date / /
 For the Participating Jurisdiction/Entity (Name and Title of Authorize Marcus D. Jones, City Manager 	ed Official)	5. Signature	Card	16. Date 8 / 17/12
17. Check one: Initial Agreement Amendment # 18. Funding Information: HOME Source of Funds Appropriation Code PAS Code Amendment			V	•
FY2012 862/40205 HMC 1,024, \$ \$	324		E	

*Special Conditions

HOME funds used for projects not completed within 4 years of the commitment date, as determined by a signature of each party to the agreement shall be repaid, except that the Secretary may extend the deadline for 1 year if the Secretary determines that the failure to complete the project is beyond the control of the participating jurisdiction.

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2012 Funding Approval and HOME **Investment Partnerships Agreement**

Title II of the National Affordable Housing Act

U.S. Department of Housing and Urban Development Office of Community Planning and Development

 OMB Approval No. 2506-0171 (Exp. 12/31/2012)

Public reporting burden for this collection of information is estimated to average 1 hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless that collection displays a valid OMB control number.

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Participant Name and Address CITY OF NORFOLK		2. Participant I M12 UC 51			
	3 2 30 3	3. Tax Identific		4. DUNS N	lumber
1101 City Hall Bldg, 810 Union St.	3FD FYI 2012(H) HMC	54 600145		074740	
Norfolk, VA 23510	12HMIF	4. Appropriation 862/40205	on Number	5. FY (yyyy 2012	')
6. Previous Obligation (Enter "0" for initial	FY allocation)			\$0.00)
a. Formula Funds		\$			
b. Community Housing Development	Org. (CHDO) Competitive	\$			
7. Current Transaction (+ or -)				\$1,02	24,324
a. Formula Funds		\$	1,024,324		
1. CHDO (For deobligations only)			\$		
2. Non- CHDO (For deobligations o	nly)		\$		
b. CHDO Competitive Reallocation or	Deobligation (see #18 below) \$			
8. Revised Obligation				\$	
a. Formula Funds		\$			
b. CHDO Competitive Reallocation	-	\$			
9. Special Conditions (check applicable be	ox)	10. Date of O	oligation (Congression AUG - 2 2012	al Release Dat	te)
☐ Not applicable ☐ A	ttached	(mm/dd/yyy	y) 1709 2 2012	<u> </u>	
the HUD regulations at 24 CFR Part 92 (as HUD-40093, including any special conditions, Year specified, available to the Participating HUD by formula reallocation are covered by amendment or other consent. HUD's paymer funds transfer and information reporting proceed by its execution of an amendment, deoblig execution of the amendment or other conserepayable when the housing no longer quality agrees to assume all of the responsibility for CFR Part 58. The Grantee shall comply with requirements Numbering System (DUNS), the Central Contact A to Part 25 of the Financial Assistance Use CFR part 25) and Appendix A to Part 170 of the 14, 2010) (to be codified at 2 CFR part 170).	constitute part of this Agreem Jurisdiction/Entity upon execution this Agreement upon execution to funds under this Agreeme edures issued pursuant to 24 Cate funds previously awarded int. The Participating Jurisdictifies as affordable housing. Repenvironmental review, decision established by the Office of ractor Registration (CCR) datall of Universal Identifier and Ce	ent. Subject to the ion of this Agreem on of an amendm nt is subject to the CFR 92.502. To the to the Participat on/Entity agrees to payment shall be a making, and action and the Federat Contractor F	p provisions of this Agreer ent by the parties. All fun ent by HUD, without the Participating Jurisdiction extent authorized by HU ing Jurisdiction/Entity with that funds invested in afformade as specified in 24 ons, as specified and required Budget (OMB) concernieral Funding Accountabilitiegistration, 75 Fed. Reg.	ment, HUD will nids for the speci Participating Ju 's/Entity's comp D regulations at hout the Partici ordable housing CFR Part 92. T uired in regulation of the Dun and y and Transpare 55671 (Sept. 14	make the funds for the Fiscal fied Fiscal Year provided by unsdiction's execution of the diance with HUD's electronic 24 CFR Part 92, HUD may, pating Jurisdiction's/Entity's under 24 CFR Part 92 are the Participating Jurisdiction on at 24 CFR 92.352 and 24 di Bradstreet Data Universal ency Act, including Appendix 4, 2010) (to be codified at 2
11. For the U.S. Department of HUD (Name Ronnie J. Legette, CPD Director	and Title of Authorized Office	cial) 12	:Stgnature	e	13. Date AUQ -/ 2 2012
14. For the Participating Jurisdiction/Entity Marcus D. Jones, City Manager	(Name and Title of Authorized	d Official)	. Signature		16. Date 8 / 17/12
17. Check one: Initial Agreement	Amendment #	_	r		
18. Funding Information: HOME Source of Funds Appropriation Cod FY2012 862/40205	HMC 1,024,3 \$ \$				forms IIIID 40000
		rage 1011			form HUD-40093

*Special Conditions

HOME funds used for projects not completed within 4 years of the commitment date, as determined by a signature of each party to the agreement shall be repaid, except that the Secretary may extend the deadline for 1 year if the Secretary determines that the failure to complete the project is beyond the control of the participating jurisdiction.

No HOME funds may be committed to any project unless each participating jurisdiction certifies that it has conducted an underwriting review, assessed developer capacity and fiscal soundness, and examined neighborhood market conditions to ensure adequate need for each project.

Any homeownership units funded with HOME funds which cannot be sold to an eligible homeowner within 6 months of project completion shall be rented to an eligible tenant.

No HOME funds may be awarded for development activities to a community housing development organization that cannot demonstrate that it has staff with demonstrated development experience.

2012 ESG Grant Agreement Subtitle B of Title IV of the McKinney-Vento Homeless Assistance Act, 42 USC 11371 et seq.

U.S. Department of Housing and Urban Development Office of Community Planning and Development Emergency Solutions Grants Program

Grant Number: E 12MC 510002 3FD 2012 FY(2) 862/40192 12 HAES (SOG)

Name of Grantee (as shown in item 5 of Standard For CITY OF NORFOLK	rm 424)		2. Grantee's 5 54600145	9-digit Tax ID Number 5	
3. Grantee's DUNS Number: 074740069			_		
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10. Amount of Emergency Solutions Grant:	\$408,550	2		*	
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Director	Submatory Hogg		(11d. Date (mm/dd/yyyy) 8/15/12	
11e. Phone Number (757) 664 4283	11f. Fax Number () (757) 664 4239			11g. E-mail Address <u>Sabrina.joy-hogg@norfolk.gov</u>	
12. U.S. Department of Housing and Urban Development Richmond Field Office		13. Grantee N			
12a. Name of Authorized Official Ronnie J. Legette	2	13a. Name of Marcus D. J	Authorized Officones	ial	
12b. Title CPD Director	Þ	13b. Title City Mana	ger		
12c. Signature D. J.	4	13c. Signature		new Don	
12d. Date (mm/dd/ylyyy) AUG - 2	2012	13d. Date (mr	m/dd/yyyy) 8	17/12	

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2012 ESG Grant Agreement
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U.S. Department of Housing and Urban Development Office of Community Planning and Development Emergency Solutions Grants Program

Grant Number: E 12MC 510002 3FD 2012 FY(2) 862/40192 12 HAES (SOG)

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11b. Title Director	11c. Signature On	Hogs		11d. Date (mm/dd/yyyy)
11e. Phone Number (757) 664 4283	11f. Fax Number (757) 664 4239	•		11g. E-mail Address Sabrina.joy-hogg@norfolk.gov
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12b. Title CPD Director	¥	13b. Title City Mana	iger	_
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U.S. Department of Housing and Urban Development Office of Community Planning and Development Emergency Solutions Grants Program

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12b. Title CPD Director		13b. Title City Manager		
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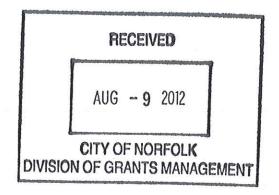
U. S. Department of Housing & Urban Development

Virginia Office 600 E. Broad Street, 3rd Floor Richmond, VA 23219 1-800-842-2610

AUG - 7 2012

Mr. Marcus D. Jones City Manager City of Norfolk 810 Union Street Norfolk, Virginia 23510

Dear Mr. Jones:



I am pleased to inform you of our approval of the FY 2012 Action Plan submitted by the City of Norfolk. This Action Plan represents the second year of the city's 2011-2015 Consolidated Plan. The grant assistance that is being approved with the Action Plan is as follows:

Community Development Block Grant (CDBG) Program	\$3,887,210
HOME Investment Partnerships (HOME) Program	\$1,024,324
Emergency Solutions Grant Program	\$ 408,550

The total allocation for the City of Norfolk is \$5,320,084. The city's 2012 program year begins on July 1, 2012.

Enclosed for your signature are three copies of the CDBG Entitlement Agreement/Funding Approval (HUD 7082), HOME Investment Partnership Agreement (HUD 40093) and Emergency Solutions Grant Agreement. These documents constitute the contract between the Department of Housing and Urban Development (HUD) and the City of Norfolk. You should note any special conditions included in the Funding Approvals. Please execute all copies of each contract with original signatures, return two copies of each contract to HUD, and retain one copy of each agreement for your records.

Failure to execute and return the enclosed grant agreements within 60 days of the date of this letter may be deemed a rejection of the grant and cause for HUD to determine that the funds are available for reallocation to other grantees. We have also provided important information entitled "Consolidated Plan Guidance", "HOME Guidance and FHEO Guidance enclosed with this letter. We ask that you give special attention to these sections.

Processing of these grants does not constitute a final approval of the individual projects and activities included in the city's Action Plan. Rather, program eligibility and compliance are

subject to a more detailed review with consideration given to eligibility of beneficiaries and expenditures.

We appreciate the efforts of city staff in successfully preparing the city's 2012 Action Plan. We look forward to working with you to accomplish the goals you have set forth for the city and to further refine and improve the consolidated planning process.

If you have any questions concerning this letter or other items related to community development programs, please contact Ronnie Legette, CPD Director at (800) 842-2610, extension 4831. City staff with technical questions should contact Mr. Barry Brown, Senior Community Planning and Development Representative, extension 4823.

Sincerely,

Carrie S. Schmidt

Virginia Field Office Director

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Enclosures

Consolidated Plan Guidance

Consolidated Plan and IDIS

Beginning in May 2012, HUD Grantees were provided with new Consolidated Plan templates in IDIS On-Line, sometimes referred to as the *eCon Planning Suite*. The new Consolidated Plan template will be required for all Consolidated Plans submitted on or after November 15, 2012. Grantees that are scheduled to submit Consolidated Plans to HUD after this date will use the template for both the Consolidated Plan and each Annual Action Plan thereafter. The City of Norfolk is scheduled to submit its next Consolidated Plan beginning with Program Year 2016 and must use the IDIS On-Line template in the submission of that Consolidated Plan/Action Plan. See the guidance at http://www.hud.gov/offices/cpd/about/conplan/cp_idis.cfm.

Grantees also have the option to use the IDIS On-Line template to submit an Annual Action Plan for an existing Consolidated Plan until their next Consolidated Plan is due to HUD. If Grantees choose this option, they will need to complete the screens for the Action Plan as well as enter information about Geographic Priorities, Priority Needs, and Goals from their previously approved Consolidated Plan.

Line of Credit Control

In order to establish a Line of Credit for each fiscal year 2012 grant, it will be necessary to execute and return two copies of the enclosed Grant Agreements. If there is need to establish or change the depository account to which these grant funds are to be wired, a Direct Deposit Sign-Up Form (SF-1199A) must be completed by the Grantee and the financial institution and mailed to this office.

Integrated Disbursement and Information System (IDIS)

As a nationwide database, IDIS is a real-time, web-based, on-line application that enables grantees to enter, maintain, and report on projects and activities funded through the CDBG, HOME, ESG, and HOPWA programs. IDIS streamlines the disbursement and control of funds and produces reports on the actual use of these funds for Grantees and HUD staff. Grantees must utilize the system in order to draw down funds from their lines-of-credit.

Instructions regarding system and access requirements, including the IDIS Access Request form, can be found at the following HUD website: http://www.hud.gov/offices/cpd/systems/idis/gettingstarted/index.cfm

Executive Order 12372

As the Consolidated Plan relates to CDBG program funding, the Grantee is not required to submit the Plan to the Commonwealth of Virginia under Executive Order 12372. Section 204 of the Demonstration Cities and Metropolitan Development Act of 1966 still requires that the submissions be made to the appropriate Planning District Commission (PDC). Those submissions are limited to proposals related to, "open space land projects or for the planning or construction of hospitals, airports, libraries, water supply and distribution facilities, sewerage facilities, and waste treatment works, highways, transportation facilities, law enforcement facilities, and water development and land conservation projects within any metropolitan area..."

Environmental Review Procedures

Activities included in the Consolidated Plan/Action Plan are subject to the provisions of 24 CFR 58. Funds for such activities may not be obligated or expended unless HUD has approved the release of funds in writing. A request for the release of funds must be accompanied by an environmental certification.

Reporting Requirements for Program Years 2011 and 2012

All previous reporting requirements no longer apply since they are superseded by the annual reporting requirements under the Consolidated Plan Final Rule (24 CFR Part 91.520), <u>as amended</u>. The Integrated Disbursement and Information System (IDIS) is fully operational and should be utilized to generate reports and assessments for Program Years 2011 and 2012. The required Consolidated Annual Performance and Evaluation Report (CAPER), covering activities completed in Program Year 2011 (July 1, 2011, to June 30, 2012), is due in this office by September 28, 2012. The CAPER for Program Year 2012 (July 1, 2012 to June 30, 2013) will be due on or about September 28, 2013.

Until Grantees are required to begin using any new templates in the *eCon Planning Suite*, certain required narrative assessments must be generated <u>outside</u> the IDIS environment following the guidance in the Ramirez memorandum dated February 18, 1998 or the Consolidated Plan Management Process (CPMP) tool, as applicable.

It should also be noted that there are several reports generated by IDIS that contain *information* that must be provided to citizens in order to meet the annual performance report requirements for Consolidated Planning under 24 CFR 91.520, <u>as amended</u>. Some reports are currently required to be submitted with the CAPER by the aforementioned Ramirez memorandum or the CPMP tool. We encourage Grantees to provide useful *information* such as a summarization or analysis of these reports in addition to just attaching these reports to the CAPER.

HOME Guidance

New 2012 HOME Requirements

The Consolidated and Further Continuing Appropriations Act of 2012 (P.L 112-55) imposed new requirements on HOME Participating Jurisdictions (PJs) relative to projects that receive FY 2012 funds from the HOME Investment Partnerships Program (HOME). The purpose of these requirements is to improve project and developer selection by PJs and ensure that there is adequate market demand for FY 2012 HOME projects. The law requires that:

- 1) PJs must repay any HOME funds invested in projects that are not completed within four years of the commitment date, as determined by a signature of each party to the written agreement. HUD may grant a one year extension upon determination that the failure to complete the project is beyond the control of the PJ.
- 2) PJs may only commit FY 2012 HOME funds to a project after it has underwritten the project, assessed the developer capacity and fiscal soundness of the developer being funded, and examined the neighborhood market conditions to ensure that there is an adequate need for the HOME project. The PJ must certify, at the time HOME funds are committed, that these actions have been taken for each project.
- 3) PJs must convert any FY 2012 HOME homeownership unit that has not been sold to an eligible homebuyer within six months of construction completion to a HOME-assisted rental unit.

4) PJs may only provide FY 2012 HOME funds for development activities to Community Housing Development Organizations (CHDOs) that have demonstrated that they have staff with demonstrated development experience.

Special Conditions to the HOME Agreement

HUD has incorporated these requirements as **Special Conditions** attached to the FY 2012 HOME Funding Agreement (HUD Form 40093). These requirements are applicable to all projects that receive FY 2012 HOME funds, including all 2012 CHDO set-aside funds. For the purposes of this Notice, a *FY 2012 HOME–funded project* is defined as <u>any HOME activity</u> that is set up in the Integrated Disbursement and Information System (IDIS) under a 2012 Consolidated Plan/Annual Action Plan project. A Consolidated Plan/Annual Action Plan project may consist of one or more HOME projects set up as HOME activities in IDIS. HOME projects are set up in IDIS as HOME activities. Detailed guidance on these requirements can be found in Notice: CPD 12-007, at http://www.hud.gov/utilities/intercept.cfm/offices/cpd/lawsregs/notices/2012/12-007.pdf

FHEO Guidance

Reviewer's Comments to be shared with Grantee

- 1. Please provide the City of Norfolk's definition of "areas of minority concentration."
- 2. FHEO acknowledges the City of Norfolk's efforts to update the Analysis of Impediments to Fair Housing Choice to reflect current information.
- For future Action Plans and CAPERS please clearly indicate the specific actions taken to
 overcome the effects of any impediments identified in the Analysis of Impediments. Please
 clearly state how the planned/proposed activities address the identified impediments.

ESG Note

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NORFOLK, VIRGINIA

et & Grants Management

Pursuant to Section 72 of the City Charter, I hereby certify that the money required for this item is in the city treasury to the credit of the fund form which it is drawn and not appropriated for any other purpose.

\$ 8,782,379

Vanious

Account

Director of Finance

5/16/12

ORDINANCE No. 44,698

R-27

Contents Approved:

AN ORDINANCE APPROVING THE FY 2013 ANNUAL PLAN FOR THE CONSOLIDATED PLAN (FISCAL YEARS THROUGH 2016), APPROVING THE 2012 FOR THE COMMUNITY APPLICATIONS DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM, INVESTMENT HOME PARTNERSHIP (HOME) PROGRAM, AND EMERGENCY SOLUTIONS GRANT (ESG) **PROGRAM** FUNDS, APPROPRIATING AND AUTHORIZING THE \$3,887,210 EXPENDITURE OF INCDBG GRANT FUNDS, \$275,000 IN CDBG **PROGRAM** INCOME REVOLVING RECEIVED FROM LOAN FUND, \$1,024,324 IN HOME GRANT FUNDS, \$15,495 INCOME RECEIVED AS EARNINGS, HOME PROGRAM \$408,550 IN ESG GRANT FUNDS, \$2,525,154 AND FUNDS \$646,646 RE-PROGRAMMED HOME RE-PROGRAMMED FUNDS AND AUTHORIZING THE APPROPRIATE CITY OFFICIALS TO DO ALL THINGS NECESSARY TO RECEIVE THE FUNDS AND CARRY OUT THE PROGRAMS.

WHEREAS, the provisions the Housing under οf and Community Development Act of 1974, as amended, financial for undertaking assistance is provided to localities affordable housing and community carrying out activities; and

WHERAS, under the provisions of the Stewart B.

McKinney-Vento Homeless Assistance Act of 1988, as amended,

financial assistance is provided to localities for undertaking

and carrying out homeless program activities; and

WHEREAS, City Council has reviewed and held public hearings on the proposed FY 2013 Annual Plan for the Consolidated Plan (Fiscal Years 2012 through 2016) in the City of Norfolk; and

WHEREAS, it is necessary that Council officially approve and endorse the FY 2013 Annual Plan, in order to comply with the provisions of the aforesaid Acts and the administrative regulations promulgated pursuant thereto; and

WHEREAS, Council is cognizant of the conditions and requirements which have been imposed by federal agencies with regard to the undertaking and carrying out of activities under the Housing and Community Development Act; and

WHEREAS, Council, on behalf of the City, possesses the legal authority to execute the proposed program under the provisions of the aforementioned legislation; and

WHEREAS, Council has approved the FY 2013 Annual Plan for the Consolidated Plan (Fiscal Years 2012 through 2016) and authorized the City Manager to submit the Annual Plan and Application to the United States Department of Housing and Urban Development; now, therefore,

BE IT ORDAINED by the Council of the City of Norfolk:

Section 1:- That the FY 2013 Annual Plan for the Consolidated Plan (Fiscal Years 2012-2016), for the Community Development Block Grant Program, having been reviewed by this Council and found to be in the best interests of this City, is hereby approved.

Section 2:- That the applications for the Community Development Block Grant (CDBG) Program, the Home Investment Partnership (HOME) Program, and the Emergency Solutions Grant (ESG) Program are hereby approved.

Section 3:- That the sum of Three Million Eight Hundred Eighty Seven Thousand Two Hundred Ten Dollars (\$3,887,210) is hereby appropriated and authorized for expenditure for the Community Development Block Grant Program (2012-2013) from the Community Development Block Grant, if and when such funds are made available from the Department of Housing and Urban Development.

Section 4:- That the sum of Two Hundred Seventy Five Thousand Dollars (\$275,000) is hereby appropriated and authorized for expenditure for the Community Development Program (2012-2013) if and when such funds are realized as earnings from the Revolving Loan Fund.

Section 5:- That the sum of One Million Twenty-Thousand Three Hundred Twenty Four Dollars (\$1,024,324) is hereby appropriated and authorized for expenditure for the HOME Investment Partnership (2012-2013) Program from the HOME Investment Partnerships Program Grant if and when such funds are made available from the Department of Housing and Urban Development.

Section 6:- That the sum of Fifteen Thousand Four Hundred Ninety Five Dollars (\$15,495) is hereby appropriated and authorized for expenditure from the HOME Investment Partnership Program (2012-2013) if and when such funds are realized as earnings from the operation of certain HOME Investment Partnership Projects.

Section 7:- That the sum of Four Hundred Eight Thousand Five Hundred Fifty Dollars (\$408,550) is hereby appropriated and authorized for expenditure for the Emergency Solutions Program (2012-2013) from the Emergency Solutions Grant Program, if and when such funds are made available from the Department of Housing and Urban Development.

Section 8:- That the sum of Two Million Five Hundred Twenty Five Thousand One Hundred Fifty Four Dollars (\$2,525,154) is hereby appropriated and authorized for expenditure for the Community Development Block Grant Program (2012-2013) if and when such re-programmed funds are made available from the remaining balances of certain identified Community Development Block Grant activities.

Section 9:- That the sum of Six Hundred Forty Six Thousand Six Hundred Forty Six Dollars (\$646,646) is hereby appropriated and authorized for expenditure for the HOME Investment Partnership Program (2012-2013) if and when such re-programmed funds are made available from the remaining balances of certain identified HOME Investment Partnership activities.

Section 10:- That the City Manager is designated as the certifying officer and authorized representative of the City of Norfolk and shall provide the assurance required by the provisions of the Housing and Community Development Act of 1974, as amended, and the regulations adopted pursuant to such Act.

Section 11:- That the City Manager is further authorized and directed to give to the Department of Housing and Urban Development and the Comptroller General, through any authorized representative, access to and the right to examine all records, books, papers, documents and other materials which are related to the grant funds.

Section 12:- That the City Manager is further authorized and directed to do all things necessary and proper to apply for, accept and receive the grant funds and to carry out the programs approved by this ordinance.

Section 13: - That this ordinance shall be in effect from and after July 1, 2012. All actions heretofore taken in pursuit of the activities authorized herein are hereby approved, ratified and confirmed.

Adopted by Council May 22, 2012 Effective July 1, 2012

TESTE:			
R. BRECKENRIDGE	DAUGHTREY,	CITY	CLERK
BY:	ייין אייין איי		· · · · · · · · · · · · · · · · · · ·

FY 2013 Annual Plan



Community Development Block Grant (CDBG) HOME Investment Partnership (HOME) Emergency Solutions Grant (ESG)



Second Program Year Action Plan

The Consolidated Plan Management Process (CPMP) Annual Action Plan includes the <u>SF 424</u> and Narrative Responses to Action Plan questions that CDBG, HOME, HOPWA, and ESG grantees must respond to each year in order to be compliant with the Consolidated Planning Regulations. The Executive Summary narratives are optional.

Narrative Responses

GENERAL

Executive Summary

The Executive Summary is required. Include the objectives and outcomes identified in the plan and an evaluation of past performance.

The City of Norfolk's 2012-2016 Consolidated Plan (Con Plan) identifies the city's needs for affordable housing, and neighborhood development and covers a five year period from July 1, 2011 through September 30, 2016. The plan guides the expenditure of Community Development Block Grant (CDBG), HOME Investment Partnership (HOME) and Emergency Solutions Grant (ESG) funds received by the City of Norfolk from the United States Department of Housing and Urban Development (HUD). The FY 2013 Annual Action Plan represents the second year of the five year Consolidated Plan and identifies the activities to be undertaken during the year beginning July 1, 2012. The Plan is the formal application to HUD for the CDBG, HOME and ESG funds administered by the City of Norfolk's Office of Budget and Grants Management.

Available Resources

A major goal of the Annual Plan is to build on local assets and coordinate resources to meet the needs of the community and to integrate economic, physical and human development strategies into a comprehensive and synchronized effort. In support of the five-year Con Plan, each Annual Action Plan describes the proposed uses of funding for the entitlement programs: Community Development Block Grant (CDBG), Home Investment Partnership (HOME) Program, the American Dream Downpayment Initiative (ADDI) and the Emergency Shelter Grant (ESG) Program. The planned distribution of funds for FY 2013 (July 1, 2012 through June 30, 2013) is provided in the table below.

Fiscal Year (FY) 2013 Annual Plan – Available Resources		
Fund	Appropriation	
CDBG Entitlement	3,887,210	
CDBG Program Income	0	
CDBG Revolving Loan Fund	275,000	
CDBG Reprogramming	2,525,154	
CDBG Total	\$6,687,364	
ESG Total	\$408,550	
HOME Entitlement	1,024,324	
HOME Program Income	15,495	
HOME Reprogramming	646,646	
HOME Total	\$1,686,465	
GRAND TOTAL	\$8,782,379	

The actual level of funding Norfolk receives from HUD is based on a formula to which all entitlement communities are subject. Major factors of the formula are poverty rates and population size. The Annual Action Plan aims to depict in detail the activities and projects which will be undertaken during Fiscal Year 2013 with CDBG, ESG and HOME funds to address priority needs as related to identified objectives. The total for the FY 2013 Entitlement funding for CDBG, HOME & ESG Programs is \$8,782,379 and is comprised of the annual CDBG, ESG and HOME allocations, and program income. The following table summarizes Norfolk's entitlement funding history for FY 2009 - FY 2013.

Category	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	Inc/(Dec) Amount	% Difference
Proposed CDBG	6,120,171	6,359,805	5,877,885	5,048,815	6,687,364	1,638,549	32.4%
Proposed Entitlement	5,049,364	5,150,805	5,622,885	4,717,815	3,887,210	(830,605)	-17.6%
Program Income	300,000	139,000	255,000	131,000	0	(131,000)	100%
Revolving Loan Fund (Rehab Payments)	770,807	100,000	0	200,000	275,000	75,000	37.5%
Federal Rental Rehabilitation Funds		970,000	0	0	0	0	0.0%
Fund Balance					2,525,154	2,525,154	100%
Proposed ESG	231,429	224,815	226,225	355,948	408,550	52,602	14.8%
Proposed HOME	2,294,714	2,490,887	2,099,815	2,141,031	1,686,465	(454,566)	21%
Proposed Entitlement	1,794,714	1,990,887	1,982,275	1,746,031	1,024,324	(721,707)	-41.3%
Program Income	500,000	500,000	117,540	395,000	15,495	(379,505)	-96%
Fund Balance					646,646	646,646	100%
TOTALS	8,646,314	9,075,507	8,203,925	7,417,653	8,782,379	1,236,585	68.2%

FY 2013 Annual Plan Overview

The FY 2013 Annual Plan will focus on programs and services designed to benefit lower income residents of Norfolk. HUD specifically requires that no less that 70 percent of CDBG funding be spent to benefit low to moderate income individuals. Individuals and families benefitting from programs and services provided under HOME and ESG are governed by HUD Income Limits. The City's efforts to serve extremely low, low and moderate income individuals are outlined in this Annual Plan under Summary of Specific Objectives on page 27 and Activities to be Undertaken on page 65.

Based on a standard set of criteria, HUD uses a performance measures system as an organized process for gathering information to determine how well programs and activities are meeting established needs and goals and for demonstrating program results to decision makers and the public. This system creates evaluation outcomes and objectives for each project funded through the Annual Plan and are outlined in the table below.

HUD's Performance Measurement Criteria		
Objective: Describes the purpose of the activity.	Outcome: Describes what is to be achieved by the activity.	
Suitable Living Environment	Availability/Accessibility	
Decent Housing	Affordability	
Creating Economic Activities	Sustainability: Promoting Living/Viable Communities	

The city's FY 2013 Annual Plan funding considerations were given to a broad range of concerns that include, but are not limited to:

- Efforts to eliminate homelessness;
- Methods for improving housing quality;
- Increasing homeownership; and
- Strengthening economic development opportunities

The Annual Plan touches on a broad range of community development topics. The FY 2013 Annual Plan will discuss on the following topics:

- Activities planned to address special needs populations;
- · Obstacles to meeting underserved needs;
- Fostering and maintaining affordable housing;
- Removing barriers to affordable housing;
- Furthering fair housing;
- Improving infrastructure;
- Evaluating and reducing lead-based paint and asbestos hazards;
- Reducing slum and blight;
- Reducing the number of poverty level families;
- Developing institutional structure;
- Enhancing coordination between public and private housing and social service agencies; and
- Fostering public housing improvements and resident initiatives.

Additionally, specific activities the city will undertake to provide monitoring and performance measurement for both the CDBG and HOME grant programs are described in the Action Plan. Other financial resources which will be used to leverage CDBG and HOME grant funding and to address the above listed needs are also described.

Evaluation of Current Needs

The FY 2013 Annual Plan outlines the planned goals for addressing community needs in the areas of housing, homelessness and services for other special groups such as youth, the elderly, the disabled and people living with HIV/AIDS. Significant factors affecting the development of the Annual Plan are discussed below.

Homelessness

Since 2005 the city has made ending homelessness a top priority. Under the strain of a weakened economy and perpetuated by a historically high unemployment rate, the need for homeless services has risen greatly; specifically rental assistance and utility payments. Another pressing homelessness need is that of permanent supportive housing for singles adults. This year's Annual Plan allocates funds to support both central intake and permanent supportive housing for singles.

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The need for the development of affordable housing continues. The city seeks to address this need through the construction of new affordable housing units, by providing downpayment and closing cost assistance to income eligible first-time homebuyers and through tenant based rental assistance programs. The FY 2013 Annual Plan allocates funds under all three HUD entitlement programs towards this purpose.

Community Development

The FY 2013 Annual Plan addresses the key objectives outlined in the city's five-year Consolidated Plan such as affordable housing and addressing underserved needs. This year's Plan will address needs for rehabilitation and maintenance of residential properties for elderly and disabled homeowners, support infrastructure improvements in a low/mod neighborhood and provide economic stimulation for the Park Place community through the development of a hardware store. The FY 2013 allocation also supports a variety of public service activities such as tutorial programs for youth, apprenticeship/training programs and housing assistance for people living with HIV/AIDS.

FY 2013 Community Development Block Grant (CDBG) Program Overview

As shown on pages 1-2, the city's FY 2013 CDBG total allocation is \$6,687,364 which includes CDBG entitlement funding, revolving loan fund (RLF) payments, and reprogrammed funds from prior years. The FY 2013 CDBG allocation is 17.6% less that FY 2012 funding levels. Overall, since 2011, the city has experienced a \$1,735,675 decrease in CDBG entitlement funding.

FY 2013 CDBG funding will be distributed into the following categories including reprogrammed funds: public service activities at 14%, project-use at 67%, and administration at 19%. A challenge for the City for FY 2013 is the reduction in estimates from program income and revolving loan fund programs for the CDBG Program.

The major accomplishments of the proposed FY 2013 Annual Plan for CDBG include:

- Funding 88% of last year's Sub-recipients.
- Funding 3 projects that are aimed to assist the homeless population.
- Funding major categories such as homelessness, adult/family, youth services and the special needs populations.
- Continuation of efforts to rehabilitate existing housing in conservation areas.
- Funding the demolition for a new single-room occupancy (SRO) development in Norfolk which will accommodate 60 prior homeless individuals.
- Funding citywide infrastructure and development totaling \$2,525,154 in the Norfolk's Fairmount Park district with needed street improvements.
- Offering assistance to homeowners facing health and safety issues with their properties.
- Spurring the development of new housing opportunities through the disposition of previously acquired properties and the installation of site improvements.

FY 2013 Home Investment Partnership (HOME) Program Overview

The FY 2013 HOME Program will provide low- to moderate-income first-time homebuyers with down payment and closing costs for decent affordable new or existing one-single-family residential housing. The FY 2013 HOME entitlement allocation is \$1,024,324. Additionally, program income in the amount \$15,495 and \$646,646 from reprogrammed prior years HOME activities have also been allocated in FY2013. Total HOME Program resources for FY 2013 totals \$1,686,465. HOME funding will be used for programs administered by both the City of Norfolk and NRHA.

Forty percent (40%) of HOME funding has been proposed to serve at-risk individuals from becoming homeless, 54% will be allocated to affordable housing activities (includes 15% of CHDO Set-Aside Requirement), and 6% will be allocated towards administration of the program. Since 2011, the city has experienced decreased HOME entitlement program funding totaling \$957,951.

The major accomplishments of the proposed FY 2013 Annual Plan for HOME include:

- Funding homebuyer assistance program totaling \$748,161 in HOME funds to assist approximately 21 first-time homebuyers with closing cost and down payment assistance.
- Funding 3 Community Housing Development Organizations (CHDOs) with HOME funds totaling \$155,702 to develop affordable housing for approximately 3 lowto moderate-income households.
- Funding will be allocated towards the development of 60 studio apartments in Norfolk totaling \$360,000. Forty-Two of these units are earmarked for Norfolk residents and Virginia Supportive Housing will share construction costs with Virginia Beach, Chesapeake, and Portsmouth for fighting chronic homelessness.
- Funding will be allocated towards assisting homeless individuals with either maintaining or locating permanent housing totaling \$323,323.

FY 2013 Emergency Solutions Grant (ESG) Program Overview

ESG funding has been allocated to Norfolk in the amount of \$408,550 for the program year beginning July 1, 2012. This is a 14.7% increase from FY 2012 allocation and is proposed to be the largest increase to the program. Since 2011, the ESG entitlement program received funding increases totaling \$182,325 which is an 80% increase.

The Homeless Emergency Assistance and Rapid Transition to Housing Act of 2009 (HEARTH Act), enacted into law on May 20, 2009, consolidates three of the separate homeless assistance programs administered by HUD under the McKinney-Vento Homeless Assistance Act into a single grant program. Further, the HEARTH Act revises the Emergency Shelter Grants program and renames it as the Emergency Solutions Grants (ESG) program. The HEARTH Act also codifies into law the Continuum of Care planning process, a longstanding part of HUD's application process to assist homeless persons by providing greater coordination in responding to their needs.

Beginning in FY 2012 with a Phase II allocation from HUD, the city received its first allocation of the Emergency Solutions Grant funding. The interim rule, published in the Federal Register on December 2011, revised the regulations for the Emergency Shelter Grants program by establishing the regulations for the Emergency Solutions Grants program. The Emergency Solutions Grants replaced the Emergency Shelter Grants program. The name change from Emergency Shelter Grants to Emergency Solutions Grants reflects the change in the program's focus from addressing the needs of homeless people in emergency or transitional shelters to assisting people to quickly regain stability in permanent housing after experiencing a housing crisis and/or homelessness.

The major accomplishments of the proposed FY 2013 Annual Plan for ESG (as amended) include:

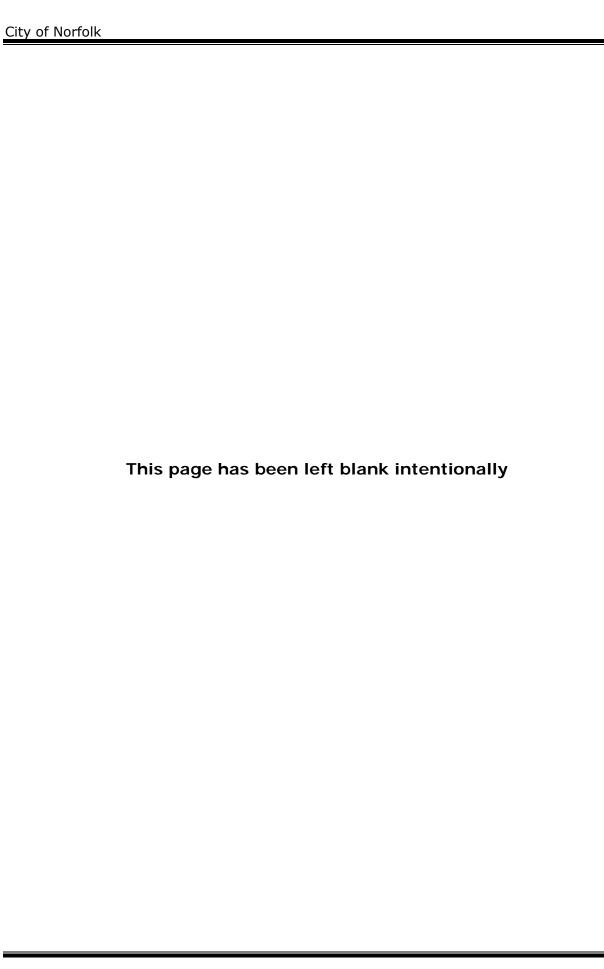
- Funding 5 emergency shelters that provides direct services to the homeless population totaling \$211,000 that will specifically serve individuals from the target population of single homeless men; homeless women, children and families, individuals with disabilities, women and children afflicted with domestic violence issues. Services will include providing case management, child care, education, employment assistance and job training, legal, mental health, substance abuse treatment, and services for special populations.
- Funding 2 homeless prevention activities totaling \$79,429 that will target households with short- or medium-term rental assistance for those who are atrisk of becoming homeless or transitioning to stable housing with rental fees, security deposits, utility deposits or payments, last month's rent and housing search and placement activities.
- Funding a Street Outreach program totaling \$34,130 that will target essential services necessary to reach out to unsheltered homeless people; connect them with emergency shelter, housing, or critical services; and provide urgent, non facility-based care to unsheltered people who are unwilling or unable to access emergency shelter, housing, or an appropriate health facility.
- Funding for a Homeless Management Information System (HMIS) program totaling \$1,350 that will be used to pay costs for contributing data to the HMIS designated by the Continuum of Care for Norfolk. The City of Norfolk's funds will be utilized towards HMIS participation fees. Other eligible activities for this activity include (computer hardware, software, or equipment, technical support, office space, salaries of operators, staff training costs, and participation fees).
- Funding the continuation for the Rapid Re-Housing Program totaling \$52,000 that
 was previously funded through Homeless Prevention and Rapid Re-Housing
 Program (HPRP) that will target housing relocation and stabilization services,
 provide short and medium term tenant based rental assistance and for staff
 salaries.
- Funding administration totaling \$30,641 which has been increased from 5% to 7.5% of the total ESG entitlement allocation from prior years' funding.

Prior Year Self-Evaluation

In Fiscal Year 2012 (PY 2011), the city funded 26 public service programs. The funding for these programs encompassed a variety of services to benefit youth, seniors, homeless persons, and other special needs groups; award amounts ranged from \$5,700 to \$62,625. The City also supported community development projects – "bricks and mortar" activities based on clearly identified needs. Among these initiatives were programs that focused on handicap accessibility projects and home maintenance repairs for special needs populations, as well as low to moderate income homeowners. Both the public service programs and the community development projects were based on priorities identified in the 2012-2016 Consolidated Plan. Specific program are outlined in the tables included at the end of the Annual Plan.

In an effort to meet community's ever changing needs, the FY 2012 Annual Plan funded three new programs: *Pre-apprenticeship Job Training, Resident Capacity Building* and *Neighborhood Pride Projects*. These new programs were funded to broaden the types of services provided by CDBG funding.

Over the last year, the city has achieved several administrative successes. Financial monitoring was conducted for all sub-recipients including NRHA and on-site monitoring was completed for the majority of our public service sub-recipients. Mandatory training was held for all sub-recipients in an effort to improve compliance. The city also met its timeliness ratio prior to May 2nd.



General Questions

- 1. Describe the geographic areas of the jurisdiction (including areas of low income families and/or racial/minority concentration) in which assistance will be directed during the next year. Where appropriate, the jurisdiction should estimate the percentage of funds the jurisdiction plans to dedicate to target areas.
- 2. Describe the basis for allocating investments geographically within the jurisdiction (or within the EMSA for HOPWA) (91.215(a)(1)) during the next year and the rationale for assigning the priorities.
- 3. Describe actions that will take place during the next year to address obstacles to meeting underserved needs.
- 4. Identify the federal, state, and local resources expected to be made available to address the needs identified in the plan. Federal resources should include Section 8 funds made available to the jurisdiction, Low-Income Housing Tax Credits, and competitive McKinney-Vento Homeless Assistance Act funds expected to be available to address priority needs and specific objectives identified in the strategic plan.

Program Year 2 Action Plan General Questions response:

Geographic Distribution

The City of Norfolk is Virginia's second largest city. With a square mile radius of 53.7, Norfolk is located on the Elizabeth River in a region most popularly known as Hampton Roads. Norfolk is a part of the Hampton Roads metropolitan area, officially known as the Virginia Beach-Norfolk-Newport News, VA-NC MSA. Norfolk is a city of approximately 242,803 residents and more than 100 diverse neighborhoods. It is the cultural, educational, business and medical center of Hampton Roads, which is home to the region's international airport and one of the busiest international ports on the East Coast of the United States.

In spite of a weakened economy, the city continues to undergo a successful renewal, including new office, retail, entertainment and hotel construction downtown, new residential development along the rivers and bay front, and revitalization projects in many of its neighborhoods. A major addition to Norfolk's transportation options is "The Tide" which is Virginia's first light rail system which opened for service in Norfolk on August 19, 2011. It extends 7.4 miles from the Eastern Virginia Medical Center complex east through downtown Norfolk and adjacent to I-264 to Newtown Road. Eleven stations provide access to dining, shopping and entertainment as well as the Norfolk State University and Tidewater Community College (Norfolk) campuses. There are four park-and-ride lots where parking is always free.

More than half of Norfolk's census tracts are designated as low- to moderate-income. The city's individual poverty rate at the time of the 2010 census was 19.4 percent. The previous poverty rate issued by the Census Bureau reports that Norfolk's poverty level was 16.9 percent based on 2006 census estimates gathered through the American Community Survey.

benefits to lowand moderate-income individuals and minorities through the programs and initiatives funded under the CDBG and HOME programs. Programs and resources from CDBG, HOME other local sources are directed to neighborhoods with a high concentration of low- and moderate-income individuals, including The programs minorities. needed most offer opportunities to improve quality of life and to provide decent housing options. The city's goals will continue to center on offerina decent housing options, eliminating homelessness and providing services for families, youth

and

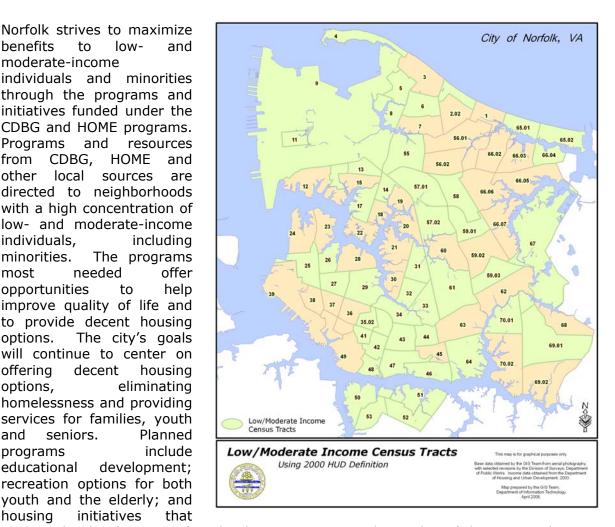
programs

housing

educational

seniors.

initiatives



support the development of quality housing, increase the quality of the existing housing stock and improve the economic stability of Norfolk households.

A summarized demographic profile for Norfolk is provided in the following table.

Norfolk Demographic Profile				
	1990*	2000*	2006**	2010*
Owner Occupied as a % of all occupied housing units	44%	45.5%	47.6%	46.6%
Renter Occupied as a % of all occupied housing units	56%	54.5%	52.4%	53.4%
Poverty Rate	16.8%	19.4%	16.9%	19.4%
Median Family Income	\$26,818	\$36,891	\$44,127	\$51,022
Median Household Income	\$23,563	\$31,815	\$30,490	\$42,677
Employed Residents	98,225	114,728	114,361	90,998
Labor Force	130,549	123,360	121,669	100,213
Unemployment Rate	8.8%	9.0%	7.1%	9.2%

^{*}Denotes decennial census data

The benefits of the CDBG Program, as stipulated by program guidelines and regulations, are targeted for income eligible residents on a citywide basis. This Annual Action Plan focuses on housing program activities in low and moderate income neighborhoods. While it is not a program requirement that Community Based Organizations (CBOs) be

^{**}Denotes census updates from the American Community Survey

located in a certain geographical area, many of Norfolk's CDBG recipient organizations are active in the low and moderate income neighborhoods they serve. However, regardless of the organization's physical address, the residents assisted by the CBOs must be income eligible for program assistance. Determining income eligibility is one of the pass-through requirements from the city to the subrecipient organizations. CDBG funding is based on the community's needs, as they have been identified in the Consolidated Plan.

The Annual Plan process is designed to be as objective as possible in the evaluation of applications, showing no favor to any one organization. The Annual Plan process evolves in accordance with established criteria, including but not limited to, HUD's broad national objectives, City Council priorities, and the Need for Services as identified in the Consolidated Plan. The major steps of the process, in chronological order, are as follows:

- 1. A request for applications is advertised in the local newspaper and on the city's website.
- 2. An initial review for eligibility is conducted by the Division of Grants Management.
- 3. Eligible applications are reviewed and ranked by two separate groups: The Citizen Advisory Group (CAG) and the city's Internal Work Group (IWG).
- 4. Recommended funding levels are determined by the Division of Grants Management based on rankings from Step 3.
- 5. The recommendation of the review groups is presented to and considered by the City Planning Commission (CPC).
- 6. The City Planning Commission's recommendation is forwarded to city Administration for review and preparation for submission to City Council for review and adoption.

Over time, the Annual Plan process has become increasingly more competitive due to limited funding and mounting needs throughout the city. Past and current awardees share a common trait: ability to articulate their needs, address the city's priorities of Norfolk, and leverage funding from other sources to sustain their program.

The city will allocate and invest resources on a citywide basis to provide all income eligible residents access to the benefits of HUD programs. Because more than half of Norfolk's census tracts are designated as low-to-moderate income, those areas are considered priority communities. However, if projects in non-priority areas are eligible and funding is available, those projects will also be considered for funding. The following criteria are evaluated in assigning the priority of each priority need category:

- Availability of HUD funding
- Past performance of a CBO
- Viability of the project
- · Recommendations of the CAG and IWG
- Additional leveraged funds available for the project

In an effort to determine the best approach for distributing limited funds, review groups utilize standard evaluation criterion that focus on an organization's readiness to proceed in addition to alignment with city priorities, demonstrated need and sustainability. To maximize the benefit of CDBG and HOME program resources, consideration is given to those agencies that demonstrate the capacity to implement their project in a timely manner, ensuring that services are directed to those most in need in a timely and efficient manner.

In FY 2013, the city will allocate approximately 90 percent of HUD entitlement funding for programs and services to benefit extremely low, low and moderate income individuals. Further funds will be allocated citywide or to specific low- and moderate-income census tracts as identified in the map above. The table below indentifies the FY 2013 CDBG projects that have been designated in specific census tract areas. For a complete list of projects please review the individual project worksheets beginning on page A-1. The geographic distribution for the majority of the city's entitlement program activities for FY 2013 is citywide. The table below indicates the census tracts served by those organizations offering their services in specific areas.

Geographic Distribution of Entitlement Programs				
Organization	Activity Title	Census Tract		
AIDS Care Center for Education Support Services (ACCESS)	CHAP Norfolk	41, 43		
Barrett Haven	Life Skills Coach	33		
City of Norfolk – Department of Public Works	Citywide Infrastructure – Fairmont Park Neighborhood Vicinity (Street Improvements)	31,32,33		
City of Norfolk – Department of Public Works	ADA Ramps in Light Rail Transit area	46,47,48		
Ecumenical Family Shelter	In-Home Case Management	27		
International Black Women's Congress	Certified Nursing Assistant Program	25, 50, 52		
Norfolk Redevelopment & Housing Authority (NRHA)	HOMENET Program	Redevelopment & Conservation Areas		
Oakmont CDC	After School Program	58, 59.01		
Park Place Health & Dental Clinic	Park Place Health & Dental Clinic	27		
Park Place School	Park Place School	58, 59.01		
St. Columba Ecumenical Ministries	Homeless Advocate & Day Center Assistant	31		
St. Columba Ecumenical Ministries	Next Step Transitional Housing	31, 57.02, 27		
Second Chances	Kids of Incarcerated Parents (KIP Care)	27, 29, 35, 41, 47, 48, 51		
Virginia Supportive Housing	Supportive Services Case Mgmt/Housing Stabilization	27		
William A. Hunton YMCA	Youth & Senior Citizens Community Recreation Programs	32, 33, 34, 35.1, 35.2, 41, 42, 44, 46, 47, 48, 51, 52, 53, 64		
YMCA of South Hampton Roads	YMCA on T.R.A.C.K.	27, 29, 43, 44, 51, 52, 53		

Underserved Needs

The City of Norfolk will continue to support non-profit agencies, the local housing authority, homeless providers, and special needs groups in order to meet the needs of underserved persons throughout the community.

The city will continue to communicate with these groups as their needs change or the demand dramatically increases as a result of the current economic recession. The city will offer technical assistance to providers in the pursuit of federal, state, and other funding.

Obstacles to meeting underserved needs primarily fall into two categories: 1) reduced funding that may impact programs, and 2) limited staff availability. The bulk of financial assistance for delivery of services is provided by the city's general fund, federal entitlement grant programs and NRHA resources. However, in recent years, these services have been impacted by negative fluctuations in the level of economic growth at the national, state and local levels. The City of Norfolk's budget crisis, which has worsened annually since the 2010 program year, has seen a significant reduction in revenues available to the city. This continues to impact the ability of the city to meet the needs of all its residents. A particular example of this negative economic condition is the decline in real estate assessments. Revenue from real estate tax is the single largest locally generated revenue and makes up 25 percent of the city's revenue sources.

Considering such factors as available resources, staff capacity, timing, and local political and community interests the city will continue to determine priority housing and service needs by income group. As in the past, priority consideration will be given to those groups experiencing the most significant housing problems or where the most serious neighborhood problems exist.

To overcome current and projected financial obstacles in meeting underserved needs, the city will continue to aggressively pursue additional resources through public and private partnerships as well as searching for additional funding sources to augment CDBG funds in providing housing and public services to the underserved segment of the community. As additional funding sources become available, those funds will be used to support ongoing programs as well as to finance new initiatives.

Other Federal Funds

As a general practice for maximizing the effectiveness of the entitlement programs, the city, through its various departments and the NRHA, continues to leverage other federal funds in its efforts to improve communities and provide housing, social and economic opportunities to low-to-moderate income families.

The city has been successful in accessing Public Housing Operating Subsidies and Capital Improvement Program (CIP) Funds. Funding levels are projected to be approximately \$15,908,920 million and \$7,676,526 million respectively. Additionally, as part of its ongoing affordable housing programming, the city receives an annual HUD contribution for Section 8 Tenant-Based Assistance.

Non-Federal Funds

The City of Norfolk plans to contribute approximately \$2.5 million of local funds for the revitalization of low- to moderate-income areas.

Matching Funds

Historically, Norfolk has been determined by HUD to be fiscally distressed resulting in a 50 percent match reduction for the HOME program. Since the inception of the match requirement, NRHA capital funds have been pledged as match for the HOME Program. While the match requirement is approximately \$128,041 for FY 2013, an anticipated \$1,272,459 will be carried over as matching fund from prior program activities. Further, NRHA also provides donated land or allocates the sale of property below market value for use in affordable housing project initiatives. In addition, each of the CHDO's receiving funds will contribute match at the required 25 percent match rate established by HOME Program regulations.

The Emergency Solutions Grant (ESG) Program has a dollar-for-dollar match requirement. In FY 2013 the city will receive ESG funds totaling \$408,550. The city will allocate \$377,909 to subrecipients for which these organizations will match this level of funding from other non-federal sources.

McKinney-Vento Homeless Assistance Act funds

The McKinney-Vento Act of 1986 is the primary piece of federal legislation that provides federal money for programs to end homelessness, mostly permanent supportive housing and transitional housing. The City of Norfolk, through the Continuum of Care received 3.6 million in funds for FY 2013, adding one new project – Permanent Supportive Housing for Families. For 2013, all renewals have been awarded, but the city is waiting for the announcement to determine if new projects were funded. In response to the revised legislation under the Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH) Act, Norfolk has taken the following actions:

- The Continuums of Care from Norfolk, Chesapeake, and Western Tidewater successfully merged into one Continuum of Care for the application period of 2012. This will serve to increase the total award available and help to stabilize the smaller communities (Western Tidewater and Chesapeake) and increase their eligibility for funding.
- The City of Norfolk's Division of Grants Management and Office to End Homelessness have been working with the Continuum of Care to ensure that communications, cross-collaboration, cross training, and mutual outcome measurements will comply with HEARTH requirements.

Low Income Housing Tax Credit (LIHTC) Funds

The LIHTC Program encourages the development of affordable rental housing by providing owners with a federal income tax credit. The program also serves as an incentive for private investors to participate with developers in the construction and rehabilitation of low-income housing. Previously, the city has received ten (10) LIHTC awards for the Broad Creek Redevelopment Project which has provided an equity yield of approximately \$29.8 million. Additional LIHTC applications have been submitted in 2012 and are awaiting application review and approval by the Virginia Housing Development Authority (VHDA).

Revolving Loan and Program Income

"Program Income" is a separate estimation that includes other sources of income such as expected interest earned, property sales, forfeitures of Good Faith Deposits, initial

payments, and Home Buyer assistance payoffs, etc. The City of Norfolk estimates this amount to be \$275,000 for the CDBG Program and \$15,495 for the HOME Program in FY 2013. The term "Revolving Loan" relates to repayments received from the CDBG rehabilitation program. The City of Norfolk estimates this amount to be \$275,000 in FY 2013. Once collected, funds are recycled by the program and used to provide assistance in the form of rehabilitation loans to eligible homeowners. The interest collected on the funds is reported to HUD as program income.

Managing the Process

- 1. Identify the lead agency, entity, and agencies responsible for administering programs covered by the consolidated plan.
- 2. Identify the significant aspects of the process by which the plan was developed, and the agencies, groups, organizations, and others who participated in the process.
- 3. Describe actions that will take place during the next year to enhance coordination between public and private housing, health, and social service agencies.

Program Year 2 Action Plan Managing the Process response:

The Office of Budget & Grants Management, Division of Grants Management (DGM) functions as the lead agency responsible for administering programs covered by the Consolidated Plan. In this capacity, DGM is responsible for the development of the Annual Action Plan and preparation of the Consolidated Annual Performance Evaluation Report (CAPER); monitoring all sub-recipients, including Norfolk Redevelopment and Housing Authority (NRHA); as well as providing training for staff and sub-recipients on program management requirements for all HUD entitlement funding.

In the coming year DGM will partner with community non-profit organization and NRHA to provide a host of quality services and programs to residents. The programs and services identified are selected to address the needs identified in the city's Consolidated Plan. Specific partners and programs are described in detail in later sections of this plan.

The City of Norfolk employs a collaborative process to collect input for development of the Annual Plan. The FY 2013 Annual Plan includes input collected from public hearings, citizen and internal workgroups, community non-profit organizations, and NRHA. The groups work together to develop funding priorities to be presented to the public.

The Annual Plan process allows several opportunities for civic engagement. At various points throughout the process, the community was notified through public advertisement of opportunities to voice their opinions and concerns regarding funding priorities. Several critical dates are established in accordance with HUD guidelines with respect to public notification of the availability of grant funds, public hearing and comment periods. The calendar below provides an overview of the preparation process.

FY 2013 Annual Plan Development Calendar		
Outreach and Application Phase		
October 17, 2011	 CDBG, HOME, ESG, and ADDI Applications are placed on the Division of Grants Management's Web page 	
October 17, 2011	 Advertisement of the Application Availability in the Virginian Pilot Compass 	
October 26, 2011	 First Training Session on Applications 	
November 2, 2011	 Second Training Session on Applications 	

FY 2013 Annual Plan Development Calendar		
November 16, 2011	 CDBG, HOME, ESG and ADDI Applications are Due 	
Citizen Ad	lvisory Group and Internal Work Group Review Phase	
October 27, 2011	Public Hearing to Gain Input for the Annual Plan Process	
December 13-15, 2011	 Applications reviewed by Internal Work Group (IWG) 	
January 9-12, 2012	Citizen Advisory Group Review of Community Service Applications	
January 18, 2012	 Citizen Advisory Group Review of Norfolk Redevelopment Housing Authority's Application 	
Plar	nning Commission Review and Recommendation	
February 6, 2012	Annual Plan Recommendation to city Manager	
March 8, 2012 Presentation of Draft Annual Plan to Planning Commission Planning Commission Overtion 8 Annuar (O.8. A)		
March 6, 2012	 Planning Commission Question & Answer (Q & A) 	
March 22, 2012	 Public Hearing/Planning Commission Vote 	
April 17 – May 16, 2012	 Draft Annual Plan Available for Public Review at all Libraries 	
City Council		
April 16, 2012	Public Notice for Thirty Day Annual Plan Review and Comment	
April 10, 2012	Period	
April 18, 2012	 Public Notice for FY 2013 Budget Hearing 	
April 24, 2012	 City Manager's Budget & Annual Plan Presentation 	
May 2, 2012	 Public Hearing on the Annual Plan 	
May 8, 2012	 1st City Council Work Session 	
May 15, 2012	 2nd City Council Work Session 	
May 22, 2012	 City Council Adopts FY 2013 Budget 	
May 22, 2012	Adopted Plan to HUD	

During the FY 2013 budget process, the city announced new initiatives to promote community building by residents. The goal of these programs is to create livable, economically viable and safe neighborhoods by fostering partnerships and collaborations; cultivating organizational and leadership capacity; connecting residents to programs and services; and strategically positioning Norfolk's neighborhoods for investment and growth. In addition, the city will look to enhance its relationships with partnering agencies by identifying areas of improvement and streamline services where possible.

In the coming year, DGM will revise several internal administrative functions in an effort to improve the internal efficiency of the city's HUD programs. The Citizen Participation Plan will be amended to identify opportunities for cost savings such as posting versus publishing where applicable. Where feasible, administrative functions will be automated to improve service delivery and collaboration among partnering agencies. Potential areas for automation include the program reimbursement process, monitoring report preparation, reporting, etc. The city will also evaluate programs carried out internally and those administered by NRHA to identify additional opportunities for collaboration. Housing and community programs found to function more ideally under the city's direction will remain in-house and those found to be more suitable for NRHA or other agencies will be transitioned.

In addition to the city's process, NRHA will undertake the following to enhance coordination between public and private housing, health, and social service agencies:

- Community Health Wellness Program with Eastern Virginia Medical School (EVMS)
- Health Screenings/Blood Testing with Norfolk Department of Public Health

- Community Gardens Program in 2 communities
- Asthma Awareness and Education with the EVMS Pediatrics Department
- Mobile Dental Health Program operated by the Hampton Roads Health Center which is accessible to all communities
- Annual Senior Health conference sponsored by NRHA

Citizen Participation

- 1. Provide a summary of the citizen participation process.
- 2. Provide a summary of citizen comments or views on the plan.
- 3. Provide a summary of efforts made to broaden public participation in the development of the consolidated plan, including outreach to minorities and non-English speaking persons, as well as persons with disabilities.
- 4. Provide a written explanation of comments not accepted and the reasons why these comments were not accepted.

Program Year 2 Action Plan Citizen Participation response:

Citizen Participation Process

The Citizen Participation Plan sets forth the jurisdiction's policies and procedures for participation by the citizens of the City of Norfolk ("city") in activities funded by the HUD entitlement programs. The Citizen Participation Plan is designed to encourage citizen participation in the development of Annual Plan. The chart below outlines the major phases of the Citizen Participation Process.



Application Process

Participation in the development of the Annual Action Plan is a collaborative effort between many individuals representing various organizations and agencies. Two key elements that contribute to the development of a comprehensive Annual Plan are the Citizens Advisory Group (CAG) and the city's Internal Work Group (IWG). The diverse background of each citizen-member allows for in-depth and informative discussions. The activities of these groups were coordinated by DGM staff to assist in the development of recommendations based on a comprehensive review of public service programs and redevelopment and revitalization needs.

The city's application process is held annually and is competitive in nature. Applications are submitted to the city for consideration by a variety of community organizations seeking to provide services to low-to-moderate income individuals. Requests are initially screened for eligibility by DGM. Applications are later reviewed by the city's Internal Work Group (IWG). The IWG is comprised of city staff and an NRHA employee who

^{*}Please note that Citizen Comments and Responses may be included as additional files within the CPMP Tool.

have expertise in areas effecting low-to-moderate income citizens. Input from the Internal Work Group proves to be invaluable as the group discusses the applications reviewed based on the broad national objectives as established by HUD and the priority areas identified in the Consolidated Plan. All eligible applications are then reviewed by the IWG for the purpose of identifying duplicative trends in service delivery and additional city funding from non-CDBG sources that are currently allocated to applying organizations. The IWG uses established criteria to assign a score to each application.

The scores along with IWG collective comments are recorded for future reference. The FY 2013 IWG is composed of representatives from the following departments:

FY 2013 Internal Work Group		
Internal Workgroup Member	Organization/Affiliation	
Ms. Kimberley Pierce	Office of Budget & Grants Management	
Ms. Leila LaRock	Office of Budget & Grants Management	
Mr. Wayne Green	Office of Budget & Grants Management	
Mr. Ryan Bergman	Office of Budget & Grants Management	
Ms. Jill Baker	Department of Human Services	
Ms. Mary McNeal	Norfolk Redevelopment & Housing Authority	
Mr. James Rogers	City Manager's Office	
Mr. Walter Sullivan	Department of Recreation, Parks and Open	
	Spaces	
Mr. Jeremy Sharp	Department of Planning & Community	
	Development	
Ms. Keisha Whitely	Office to End Homelessness	
Ms. Acquanetta Ellis	Office of Communications & Public Relations	

The second group to review and comment on the applications is the Citizen Advisory Group (CAG). The CAG is comprised of both civic-minded Council appointed ward representatives and external agency partners. This group is tasked with reviewing the CDBG applications, including the CDBG application submitted by NRHA. The FY 2013 CAG is composed of the following representatives:

FY 2013 Citizen Advisory Group		
Advisory Member	Area Representation	
Mr. James McDonnell	Ward 1	
Ms. Barbara Scott	Ward 2	
Mr. Bradley Law	Ward 3	
Ms. Lorraine Flood	Ward 4	
Ms. Patsy Cooke	Ward 5	
Ms. Claudia Gooch **	Housing Services	
Mr. Dennis Moore **	Youth and Education	
Mr. Mark Moser	Special Populations	
Mr. Martin Thomas, Jr. *	City Planning Commissioner	
Mr. Robert Layton	NRHA, Board of Commissioners	

^{*} Elected as FY 2013 Chairperson

Each of the proposals submitted for funding for FY 2013 was evaluated and scored according to the following criteria:

- U.S. Department of Housing and Urban Development's broad national objectives
- City Council priorities, particularly education and community building

^{**} Individuals abstained from voting on their proposals

- Contribution to key U.S. Department of Housing and Urban Development priorities of decent housing, suitable living environments, and expanded economic opportunities
- Need for service as identified in the Consolidated Plan
- Organizational capacity
- Strengthening of community partnerships
- Project readiness

The CAG scores and prioritizes applications as they should be considered for funding based on their assessment of the application and observations provided by the IWG. Their recommendation is forwarded to the City Planning Commission; however, no funding recommendations are provided by the CAG.

Citizen Comments and Views

The City of Norfolk Planning Commission (CPC), appointed by the City Council, represents interests throughout the City of Norfolk. The involvement of the CPC in Annual Plan development takes advantage of both the broad representations of the group and its work in providing guidance to City Council on a wide and varied range of elements crucial to Norfolk's development.

The CPC sponsors two public hearings to gather citizen input on the Annual Plan. The meetings consists of one initial hearing at the beginning of the process to gather citizen input and one public hearing at the end of the process to make comments on the proposed plan. A subsequent public hearing is also held by City Council before the plan's formal adoption. The comments and view expressed at each of these events are provided in the following table.

Summary of Citizen Comments and Views

City Planning Commission Public Hearing, October 27, 2012

No comments received.

City Planning Commission Public Hearing, March 22, 2012

- 1. Virginia Supportive Housing: Speaker thanked CPC for prior year funding of Single Residency Occupancy (SRO). Requested the group reconsider decision to not provide funding in FY 2013. Communicated that funds are needed and this organization is the only one that provides permanent supportive housing services.
- 2. Urban League of Hampton Roads: Speaker expressed that the organization requested a small amount of funding, however, was not selected. Communicated that the organization serves a critical need.
- 3. Horizons Hampton Roads: Speaker requested reconsideration of the recommendation that the organization not be funded.
- 4. The Salvation Army: Speaker thanked the city for its support.
- 5. FoodBank of Southeastern Virginia: Speaker requested award be increased to the requested amount of \$38,850.
- 6. ACCESS: Speaker thanked the city for its support.

City Council Public Hearing, May 2, 2012

No speakers attended and no comments received.

Summary of Citizen Comments and Views

Summary of citizen comments and views related to NRHA's application October 12, 2011

- A total of 24 citizens provided comments to NRHA via the e-mail link on the web site prior to the public hearing date. All comments were from civic league representatives or residents of the various NRHA redevelopment and conservation areas.
- All comments supported the funding application and requested that the NRHA board vote to submit the application as drafted.
- These comments were forwarded to the NRHA board and attached to the minutes of the Public hearing conducted on 10/12/11.
- No negative comments were received.

Efforts to Broaden Citizen Participation

The City of Norfolk's Citizen Participation Plan is designed to encourage citizen involvement in the development of the Annual Plan and any substantial amendments. The City of Norfolk, in conjunction with NRHA, and other community service organizations, encourages the participation of all of its citizens by soliciting public input at various stages during the annual plan process. Several methods are used to communicate opportunities for public input including newspaper advertisements, website notifications, and media briefs.

The continuing participation of citizens in this process is assured by the utilization of the CAG. Five of the ten members are chosen by City Council to represent Norfolk's wards, organizations, and agencies that support and/or advocate for low- and moderate-income groups or areas affected by public actions. The FY 2013 ten-member group was representative of the following populations:

- One member represented the homeless population.
- One member represented the special needs population.
- One member represented youth and education.
- Three members represented the minority population.
- Two members represented low- and moderate-income areas

To meet the needs of physically disabled residents, public hearing locations are convenient to citizens and provide Americans with Disability Act (ADA) accessibility. The Action Plan process intends, to the extent feasible, to accommodate the needs of Non-English speaking residents, deaf and hearing impaired residents and visually impaired residents. In all newspaper advertisements and mailings for public hearings and notices language is included expressing the city's desire to accommodate any special needs along with the city's contact information so that necessary accommodations can be made. When a significant number of non-English speaking residents will be in attendance, such groups may request translated documents in advance of a public forum. Lastly, the Division of Grants Management will provide additional technical assistance to any special needs applicant as requested.

Comments and Views not accepted

Comment numbers 2, 3, and 5 offered during the City Planning Commission Public Hearings and itemized above were not accepted. Due to limited resources, many

programs could not be recommended for full funding nor have funding reductions restored. The City Planning Commission approved the Annual Action Plan that addresses a variety of needs throughout the community based on priorities established by the Citizen Advisory Group in accordance with the Consolidated Plan.

Institutional Structure

1. Describe actions that will take place during the next year to develop institutional structure.

In its efforts towards becoming a "well managed government", the city will continue to strengthen relationships with internal and external partners. These partnerships have been critical in recognizing the objectives identified in the city's FY 2012 – 2016 Consolidated Plan.

These objectives include, but are not limited to the areas of Housing, Homeless Prevention and Public Services that impact the disabled community among other special needs groups. Additionally, the city will continue work to identify efficiencies and eliminate areas of service duplication. The Division of Grants Management, the Office to End Homelessness, the Norfolk Homeless Consortium, the Department of Human Services, and The Planning Council, Inc. (the city's Continuum of Care Coordinator) will continue to work together while providing quality services to the residents of Norfolk. The city expects these established relationships to add continuity and improve delivery of public service activities and homeless programs.

In the coming fiscal year, the collaborative efforts between the city and NRHA will be modified and focus on alignment of services. Moving forward, the city and NRHA will work to identify shared opportunities for efficiency. Currently, NRHA undertakes the city's community development initiatives, including the rehabilitation of owner-occupied housing and the revitalization of neighborhoods through new housing development based on priorities established by the Norfolk City Council and NRHA's Board of Commissioners. In FY 2013, NRHA will focus on the rehabilitation of homes for low- to moderate-income homeowners and the construction of site improvements to develop neighborhoods. Additionally, through the HOME program, NRHA will administer activities that support first-time homebuyer down-payment and closing cost assistance.

The city's Office to End Homelessness continued to oversee implementation for the Tenant Based Rental Assistance (TBRA) program this year. Due to the significant reductions in the HOME budget, the program is being re-crafted to support just the 12 persons who are chronically homeless with TBRA rental assistance in the Housing First program. Norfolk is in the planning stages of the development of the second SRO project. With these funds, Norfolk will support 42 units of the new project with HOME and CDBG.

The city's Department of Human Services will not receive an allocation from the current year's funds, but will be able to continue their TBRA security/utility deposit program through the reinvestment of \$40,000 from old HOME funds. This past year, the Homeless Action Response Team (HART) has assisted approximately 50 persons in exiting housing with the HOME TBRA security deposit program.

In FY 2013, the city through the Department of Planning and Community Development will carry on efforts to update the current Comprehensive Plan and meet the city's goal

of developing a vision for 2030. The Comprehensive Plan, formerly referred to as the General Plan enables local government officials and citizens to anticipate and deal constructively with changes occurring within the community and to shape the physical development of the community over the long-term. It seeks to understand the important physical relationships between each part of the community.

A Comprehensive Plan is the articulation of the community's values and priorities for physical development and should be the foundation for all decision-making in matters involving land use planning. It guides and coordinates the changes the community is experiencing by providing for:

- The sustainable use of land and resources;
- A good environment for people to live in;
- Anticipated future needs;
- Beneficial development patterns; and,
- The most cost-effective use of tax dollars.

As in the past, DGM staff will continue to collaborate with the city's Department of Planning and Community Development to ensure the objectives identified in the Consolidated Plan align with those identified in the Comprehensive Plan.

In an ongoing effort to ensure effective and efficient management of the entitlement funds allocated to participating jurisdictions, HUD routinely distributes updates on older activities to be reviewed by the locality. Under leadership of the city administration, in FY 2013, the city and NRHA will work closely to monitor the status of older activities in IDIS and make certain that timely completion of activities take place. Additionally, DGM will continue to examine reporting procedures including the use of IDIS to improve oversight of the programs and cleanup of old activities from IDIS. City administration is committed to improving the effectiveness of Norfolk's HUD funded programs.

Finally, in accordance with the defined objectives outlined in the FY 2012-2016 Consolidated Plan, DGM will continue to coordinate activities in FY 2013, identified as strategies for achieving specific outcomes. These activities include:

- Collaborate with the city's Public Works and Utilities Departments to identify and prioritize improvements for CDBG targeted areas.
- Collaborate with homeless service providers through the city's Office to End Homelessness to increase the amount of permanent supportive housing opportunities for homeless individuals.
- Collaborate with internal and external partner organizations focused on youth development to identify unique programs to offer to Norfolk youth.
- Coordinate/work with the city's Economic Development Department to develop new and innovative business incentives to recruit and enhance small business opportunities in the City of Norfolk.
- Collaborate with local and regional service providers to pinpoint exact and develop plans for meeting the needs of special needs populations: the elderly, disabled, and people living with HIV and AIDS.
- Identification of focused neighborhood indicators to gauge progress based on community identified priorities.

Monitoring

1. Describe actions that will take place during the next year to monitor its housing and community development projects and ensure long-term compliance with program requirements and comprehensive planning requirements.

Program Year 2 Action Plan Monitoring response:

Monitoring Procedures

As the lead agency for managing the city's HUD entitlement programs, the DGM establishes standards and procedures to monitor the performance and effectiveness of the housing and community development activities outlined in the Annual Plan. Utilizing a Risk Based Assessment Model implemented in FY 2008, the city is successfully able to determine which returning subrecipients must be monitored during the program year based on their individual level of risk. **All new** subrecipients are monitored regardless of their risk score. In an effort to ensure compliance with CDBG, HOME and ESG regulations, Grants Management staff uses HUD monitoring checklists during all monitoring visits.

The city's monitoring program is intended to identify concerns and assist the grantee with problem solving in order to complete the project in accordance with all program requirements. If the problem cannot be resolved and there are disallowed or ineligible costs, the organization will not be reimbursed. The city monitors its subrecipients to determine whether the approved projects and programs are being carried out in accordance with both Consolidated and Annual Plan objectives as well as contractual terms and HUD regulations. The city's monitoring objectives ensure that subrecipients are:

- Carrying out their HUD programs as stipulated in their contract with the City of Norfolk and have obtained and organized documentation to support all actions and national objective compliance.
- Documenting compliance with program rules.
- Carrying out the project in a timely manner in accordance with the time frames required by the contract and complying with other applicable laws and regulations.
- Charging costs to the program or projects that are eligible under applicable regulations and are charged according to their program budget.
- Ensuring timely expenditure of CDBG funds and timely closeout of projects.
- Conducting the program in a manner which minimizes the opportunity for fraud, waste and mismanagement.
- Demonstrate continuing capacity to carry out the approved program or project.
- Identifying and addressing technical assistance needs.

The city and NRHA have a long-standing, productive relationship with respect to community development in Norfolk; specifically in the areas of revitalization and conservation. Historically, NRHA has received about 75 percent of the city's CDBG funds and approximately 90 percent of HOME funds. In FY 2009 the city began to expand its monitoring of NRHA's CDBG and HOME activities. At that time Grants Management staff worked with NRHA to craft special payroll reports to supplement administrative vouchers. These reports are still in use today. In recent years, the city has also included additional guidelines in the NRHA agreement that specify what supporting documentation will need to accompany non-administrative reimbursement requests.

This step also helps ensure regulatory compliance such as historical clearance. Last year DGM staff began the annual monitoring of NRHA. As the city's largest subrecipient, the new monthly monitoring approach makes the NRHA monitoring process easier to accomplish and affords the city an opportunity to review a wide variety of activities throughout the year.

In summary, the city implements a comprehensive monitoring program that includes subrecipient education on relevant regulations and policies, frequent communication between the city and subrecipients on compliance measures quarterly accomplishment reports, subrecipient site visits and examination of subrecipient records. The city conducts two basic types of monitoring that are determined by the Risk Analysis Process: off-site monitoring or desk monitoring, and on-site monitoring. On-site monitoring is a structured review conducted by OGM at the locations where project activities are being carried out or project records are being maintained. The need for on-site monitoring visits based on a combination of factors such as:

- 1. Past organizational performance; all new subrcipients are monitored.
- 2. Grant award amount; and
- 3. History or prior evidence of significant outstanding audit and/or compliance issues.

Off-Site (or desk) monitoring includes the review of reimbursement requests, review of quarterly reports and requests for budget adjustments.

Training

Realizing the importance of proper training, staff from the DGM utilizes every opportunity to attend training sessions offered by HUD, the National Community Development Association and other professional development organizations. Training topics vary from IDIS administration and Performance Measurement to CDBG Basics, Environmental Review Records, and Consolidated Plan development. In an effort to maximize effectiveness in managing entitlement programs, a concerted effort is made to share information from training sessions with fellow staff members through staff training reports and oral presentations.

The City of Norfolk provides mandatory training to CDBG sub-recipients at the beginning of every program year and additional training support throughout the year to ensure HUD's program requirements are met by each program. This annual training is reinforced with support from the city Auditor's office. The city Auditor and its staff partner with DGM to present a training module on audit readiness and the importance of accurate record keeping.

Lead-based Paint

1. Describe the actions that will take place during the next year to evaluate and reduce the number of housing units containing lead-based paint hazards in order to increase the inventory of lead-safe housing available to extremely low-income, low-income, and moderate-income families, and how the plan for the reduction of lead-based hazards is related to the extent of lead poisoning and hazards.

Program Year 2 Action Plan Lead-based Paint response:

Lead hazards are part of rehabilitation efforts under both the CDBG and HOME programs. Once a home is selected for rehabilitation and the initial inspection reveals

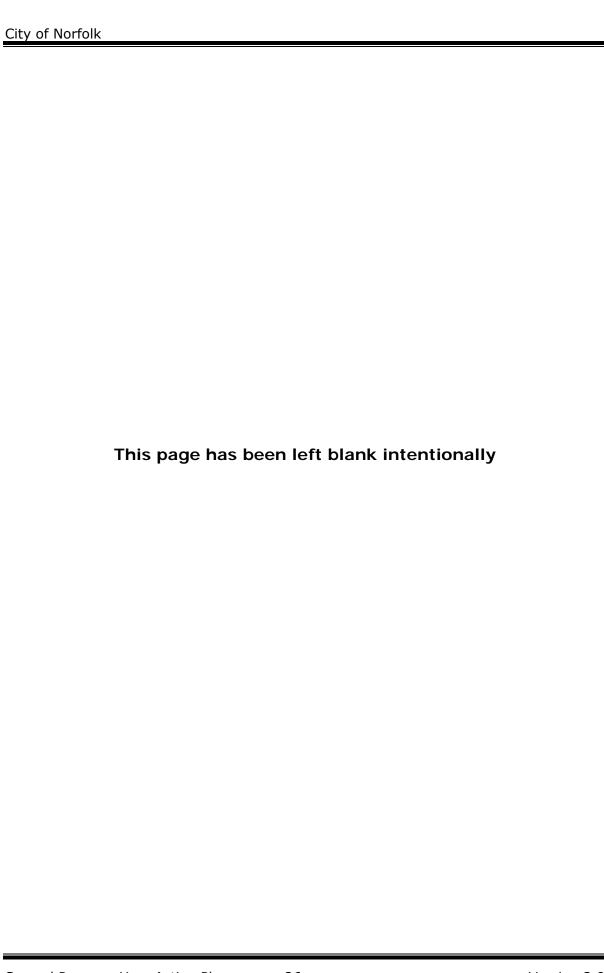
lead hazards, the rehabilitation plan for the structure is revised to include the necessary abatement. The current maximum amounts available for the Equity Secure and Home Rehabilitation Grant are \$20,000 and \$25,000 respectively. These funds may be used to rehabilitate the property depending upon the level of intervention required.

All residential properties built prior to 1978 are tested before, if applicable, and after the rehabilitative repairs have been completed by a certified lead risk assessor to assure the areas disturbed by the repairs are made lead safe. In addition, repairs are completed by either lead abatement contractors or lead contractor supervisors.

Approximately 66 property owners will be assisted in FY 2013 through the various rehabilitation programs offered. The city's commitment to lead hazard reduction, coupled with availability of funds for assessment and abatement through this type of program, will permit the city to escalate efforts to reduce hazardous levels of lead in structures throughout the community, thus improving the quality of life for Norfolk citizens.

The City of Norfolk funds through the Human Services Grants provides a Housing Broker position. This housing broker provides a visual inspection of rental units that are assisted by the Homeless Action Response Team (HART) through public funds when there is a child under the age of 6 years old prior to approving the family occupy the unit. When a lead risk is identified, the housing broker provides the landlord with information on addressing remediation.

This has helped to ensure that children in families with very low incomes have an increased level of protection to prevent exposure risk from lead. This process was implemented for the Homeless Prevention and Rapid Re-Housing Program (HPRP) and will continue with all re-housing assistance activities using public funds that are managed by city agencies.



HOUSING

Specific Housing Objectives

*Please also refer to the Housing Needs Table in the Needs.xls workbook.

1. Describe the priorities and specific objectives the jurisdiction hopes to achieve during the next year.

Program Year 2 Action Plan Priorities and Specific Objectives response:

The accomplishment goals the City of Norfolk plans to achieve during the FY 2013 Annual Plan period are listed in the table below. These accomplishments are designated by HUD entitlement program.

Planned Housing Accomplishments				
Activity	HUD Program	Goal		
Rental Housing Subsidies	HOME	42		
Construction of Housing	HOME	3		
Direct Homeownership Assistance	HOME	24		
Rehab, Single-Unit Residential	CDBG	21		
Disposition – for Affordable Infill Lots	CDBG	11		
Rehab, Single-Unit Residential (Emergency)	CDBG	39		
Lead-Based/Lead Hazard Test/Abatement	CDBG	60		

The project activities related to the city's housing objectives involve disposition, rehabilitation and site improvements. Funds allocated in FY 2013 will assist in the rehabilitation, disposition of properties and site improvements in the Park Place neighborhood. These activities are ongoing in all project areas and it is expected that approximately 2 non-residential lots will be sold in Park Place and Mid-Town areas, and 11 lots will be sold to accommodate new in-fill housing during FY 2013. The infill lots are as follows:

Disposition of Lots to Support Infill Housing		
Neighborhood	# of Lots To Be Sold	
Central Brambleton	2	
Park Place	2	
Ballentine Place	2	
Berkley III	4	
West Ocean View	1	
Total	11	

2. Describe how federal, state, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by this Action Plan.

Program Year 2 Action Plan Primary Funding Sources Addressing Identified Needs response:

The primary sources of funding for the city's housing objectives are HUD's CDBG and HOME Programs. During the FY 2013 Annual Plan cycle, approximately \$1,262,862 in

HOME and \$2,158,990 in CDBG funds have been allocated. In addition \$4 million has been budgeted through the city's Capital Improvement Program to fund neighborhood conservation and redevelopment. The allocation of funds is detailed in the table below.

FY 2013 Planned Funding for Housing				
Activity	HUD Program	Accomplishment Units	Amount	
Rental Housing Subsidies	HOME	Households	360,000	
Construction of Housing (CHDO)	HOME	Housing Units	155,702	
Direct Homeownership Assistance*	HOME	Households	747,160	
		Subtotal	1,262,862	
Rehab, Single-Unit Residential	CDBG	Housing Units	1,369,383	
Rehab, Single-Unit Residential (Home Repair)	CDBG	Housing Units	514,607	
Rehab, Single-Unit Residential (RLF)	CDBG	Housing Units	275,000	
		Subtotal	\$2,158,990	
		Grand Total	\$3,421,852	

^{*}Includes \$324,423 in reprogrammed HOME funds.

Needs of Public Housing

1. Describe the manner in which the plan of the jurisdiction will help address the needs of public housing and activities it will undertake during the next year to encourage public housing residents to become more involved in management and participate in homeownership.

Program Year 2 Action Plan Public Housing Strategy response:

To address the needs of public housing and to encourage public housing residents to become more involved in management and participate in home ownership, NRHA's approach includes community-wide meetings, meetings with the Tenant Management Councils and the Resident Advisory Board, and scheduling public hearings. In an effort to specifically engage tenants in the housing management process, a survey instrument is being distributed by housing management staff to new residents at move-in to help determine levels of customer expectations as part of NRHA's new resident orientation. The purpose of the survey is for NRHA to gain information regarding the move-in process and services needed during the time the resident lives in public housing. Residents are also surveyed when they move out to determine the level of customer satisfaction.

The analysis and reporting staff at NRHA is responsible for the distribution and collection of the surveys for compilation of the results for management staff. The results of the surveys are used as measurements of NRHA's strengths and deficiencies in its overall service delivery. NRHA includes residents in planning and implementation of programs based on the responses received. Resident input will be incorporated into day-to-day operations as much as it is feasible with staff receiving ongoing customer service training to facilitate increased efficiency/productivity.

Programs to Encourage Homeownership Among Public Housing Residents		
Family Self- Sufficiency (FSS)	This program combines case management, workforce development, credit repair and homebuyer counseling with the provision of down payment and closing cost assistance from the establishment of personal escrow accounts that result from the reservation of increased rent payments resulting from resident income growth. Currently, the total enrollment for the Family Self Sufficiency (FSS) Program is 290 which comprise Housing Choice Voucher clients (161) and Public Housing residents (129). Anticipated homeownership projection is between two to four homes annually and is the same projection for the next three to five years based	
	on historic trends.	
Section 8 Homeownership Program.	This program allows eligible Section 8 tenants to utilize their Housing Choice Vouchers to obtain a mortgage to assist in purchasing their first homes.	
HomeNet	The HomeNet Homeownership Center provides comprehensive individualized pre-purchase homeownership counseling, post-purchase counseling and educational services that strengthen long-term homeownership success for Norfolk residents to include public housing and housing choice voucher clients aspiring to achieve and or maintain homeownership. Each client is prescribed a plan of action designed and tailored to remove barriers that prevents them from becoming a homeowner. Currently there are nine residents in the program. It is anticipated that the program will assist 15 families obtain the dream of homeownership annually over the next five years.	

The public housing agency is not designated by HUD as "troubled" or performing poorly. NRHA will continue to work towards achieving high performance status through ongoing monitoring and review of key property management indicators. The indicators are physical condition of communities, financial assessment, management operations and capital fund. Currently, the agency is a standard performer.

Barriers to Affordable Housing

1. Describe the actions that will take place during the next year to remove barriers to affordable housing.

Program Year 2 Action Plan Barriers to Affordable Housing response:

There are two significant barriers to affordable housing: rapid increases in the cost of housing, and limited funding available to support additional affordable housing initiatives. The HOME Investment Partnerships (HOME) Program has been the city's most significant resource for addressing barriers to affordable housing. However, the FY 2013 HOME Program will suffer a 41 percent decrease in funding. The HOME Program is utilized to support a number of initiatives that create and maintain opportunities for low-to moderate-income residents to secure affordable housing.

Over the next year, the city through an established partnership with NRHA will continue to offer first-time homebuyer assistance in the form of down payment and closing costs to income eligible residents. In FY 2013, \$423,837 has been budgeted for this activity

with and estimated 12 residents to be assisted. In support of the Homebuyer Assistance initiative, the city allocates funding for the HomeNet program under CDBG.

The HomeNet program provides pre- and post-homebuyer counseling and works with builders, realtors, banks and attorneys to shepherd buyers through their first purchases. Program staff anticipates 10 new families will achieve their dream of homeownership during FY 2013. Utilizing CDBG funds, the city will continue to implement an affordable infill-housing program. After final disposition, new opportunities will be provided with the use of down payment and closing-cost assistance.

The city will also offer a tenant based rental assistance (TBRA) program entitled 'Rapid Exit' to assist homeless individuals secure affordable housing. As a requirement for assistance through this program, the individual must be employed. The program will assist a qualifying individual with security and utility deposits. It is estimated that 50 households will be assisted during the program year. In addition to being able to support the needs of new owners and renters, it is important to take into account the needs of existing homeowners. During FY 2013, the city will contract with NRHA to coordinate housing rehabilitation for owner-occupied residences through a deferred payment loan. Financial assistance is provided through a combination of efforts including grants and due-on-transfer loans with no interest and no monthly payments. The amount to be repaid is based on the increase in property value created by the repairs and becomes due upon transfer of ownership of the property. All the owner has to pay are closing costs, which are usually less than \$300. The only security required is a promissory note secured by a recorded deed (lien) of trust in the amount of increase in the property's value resulting from the repairs. Additionally, the city intends to continue to offer a Senior Tax Relief Program and the Tax Abatement Program.

Home Investment Partnerships Program (HOME)

- 1. Describe other forms of investment not described in § 92.205(b).
- 2. If the participating jurisdiction (PJ) will use HOME or ADDI funds for homebuyers, it must state the guidelines for resale or recapture, as required in § 92.254 of the HOME rule.
- 3. If the PJ will use HOME funds to refinance existing debt secured by multifamily housing that is that is being rehabilitated with HOME funds, it must state its refinancing guidelines required under § 92.206(b). The guidelines shall describe the conditions under which the PJ will refinance existing debt. At a minimum these guidelines must:
 - a. Demonstrate that rehabilitation is the primary eligible activity and ensure that this requirement is met by establishing a minimum level of rehabilitation per unit or a required ratio between rehabilitation and refinancing.
 - b. Require a review of management practices to demonstrate that disinvestments in the property has not occurred; that the long-term needs of the project can be met; and that the feasibility of serving the targeted population over an extended affordability period can be demonstrated.
 - c. State whether the new investment is being made to maintain current affordable units, create additional affordable units, or both.
 - d. Specify the required period of affordability, whether it is the minimum 15 years or longer.

- e. Specify whether the investment of HOME funds may be jurisdiction-wide or limited to a specific geographic area, such as a neighborhood identified in a neighborhood revitalization strategy under 24 CFR 91.215(e)(2) or a Federally designated Empowerment Zone or Enterprise Community.
- f. State that HOME funds cannot be used to refinance multifamily loans made or insured by any federal program, including CDBG.

Program Year 2 Action Plan HOME response:

For FY 2013, the City of Norfolk does not intend to use forms of investment other than those described in 24 CFR 92.205(b) or use HOME funds to refinance existing debt secured by multifamily housing that is being rehabilitated with HOME funds.

The city plans to use HOME funds for homebuyers in accordance to the guidelines of the recapture option in 24 CFR 92.254 (refer to #3 of this section). The following are key terms and conditions related to the administration of the HOME program:

- <u>Principal Residence</u>: The property purchased must be the principal residence of the borrower during the affordability period. The borrower is not allowed to temporarily sublease the property (exceptions can be made for military families with prior written approval from NRHA).
- Affordability Period: The property occupied by the borrower must remain affordable for a specific period of time, depending on the level of HOME funds invested as a direct subsidy to the borrower for down payment and closing costs assistance. The affordability period for the borrower assisted with HOME funds is as follows:

HOME Funds Provided	Affordability Period
Less Than \$15,000	5 Years
\$15,000 - \$40,000	10 Years
Greater Than \$40,000	15 Years

• <u>Forgiveness Terms:</u> The date of forgiveness beginning on the date of closing. The borrowed HOME funds will be forgiven on each annual anniversary date as follows:

HOME Funds Provided Per Unit	Terms of Forgiveness
Less Than \$15,000	5 Years @ 20% Per Year
\$15,000 - \$40,000	10 Years @ 10% Per Year
Greater Than \$40,000	15 Years @ 6.67% Per Year

Recapture Restrictions

The amount of HOME funds invested as a direct subsidy to the borrower for down payment and closing costs assistance will be recaptured as the "reduction during affordability period" option identified in 24 CFR 92,254(a)(5)(ii)(A)(2). This option allows the HOME investment amount to be recaptured on a prorated basis for the time the borrower has owned and occupied the housing measured against the required affordability period. Therefore, if the property assisted with HOME funds does not

continue to be the principal residence of the borrower for the duration of the affordability period, the borrower must repay NRHA the unforgiven amount of the principal balance of the note in accordance with the forgiveness terms and recapture restrictions which is due upon the borrower either selling the property during the affordability period or permanently vacating the property as the borrower's principal residence during the affordability period.

If the property assisted with HOME funds is sold (voluntarily or involuntarily) during the affordability period, NRHA and/or eligible Community Housing Development Organization (CHDO) will have the right of first refusal to purchase the property within forty five (45) days of NRHA receiving either a written proposal to sell from the borrower, written notification of a deed in lieu of foreclosure or written notification of foreclosure. If NRHA and/or eligible CHDO purchase the property, the property will be sold to an eligible family in a reasonable period of time following the purchase. If NRHA and/or eligible CHDO chooses not to purchase the property, the borrower has the option to sell, during the affordability period, to any willing buyer (which includes a willing buyer determined income eligible to receive HOME funds as a direct subsidy for down payment and closing costs assistance by NRHA).

During the affordability period, if the borrower sells the property to a buyer determined income eligible to receive HOME funds as a direct subsidy for down payment and closing costs assistance by NRHA, the unforgiven amount of the principal balance of the note in accordance with the forgiveness terms and recapture restrictions can be assumable by the new buyer with approval of NRHA, such approval not being unreasonably withheld. If the new buyer does not qualify to receive enough HOME funds to assume the entire unforgiven amount of the principal balance, the borrower must pay to the order of NRHA at settlement the difference between the unforgiven amount of the principal balance of the note in accordance with the forgiveness terms and recapture restrictions and the amount of the note the new buyer qualifies to assume.

If the property is sold to any willing buyer not deemed income eligible during the affordability period the borrower must repay NRHA the unforgiven amount of the principal balance of the note in accordance with the forgiveness terms and recapture restrictions. Conversely, when borrower retains ownership of the property for the entire affordability period, no resale restrictions apply unless refinancing restrictions are applicable during the affordability period; the borrowed HOME funds are fully forgiven.

The amount of repayment of HOME funds the borrower owes NRHA at the sale of the property during the affordability period will be determined by the amount of net proceeds derived by the sale of the property at fair market value. Net proceeds being defined as the sales price minus (a) the payoff of loans and other amounts having priority over the lien of the deed of trust securing repayment of the note, (b) closing costs incurred by the borrower to sell the property and (c) the borrower's investment in the property (herein defined as the borrower's down payment when the borrower purchased the property and the borrower's costs of capital improvements to the property). If the net proceeds from the sale of the property at its fair market value are insufficient to pay the unforgiven amount of the principal balance of the note in full, the holder shall forgive repayment of the amount of the Note in excess of the net proceeds.

Refinancing Restrictions

During the affordability period, the borrower is not permitted to refinance the property without specific written permission from NRHA. NRHA will allow the subordination of its

lien interest only for the sole purpose of the borrower to refinance for a mortgage interest rate reduction, resulting in a monthly principal and interest payment reduction, and not for the purpose of removing cash or equity from the property proceeds. The borrower must make payable to NRHA the unforgiven amount of the principal balance of the note in accordance with the forgiveness terms and recapture restrictions at the time of refinancing if cash or equity is removed from the property proceeds.

Foreclosures

In the event of foreclosure or deed-in-lieu of foreclosure by a lender in first lien position, NRHA will recapture any applicable net proceeds from the foreclosure or deed-in-lieu of foreclosure. The affordability period and recapture restrictions shall be negated if there are no net proceeds from the foreclosure or deed-in-lieu of foreclosure, or if the net proceeds from the foreclosure or deed-in-lieu of foreclosure are insufficient to pay the unforgiven amount of the principal balance of the note in full. However, if at any time following the foreclosure or deed-in-lieu of foreclosure, but still during the affordability period, the borrower recorded as owner prior to foreclosure or any newly formed entity that includes the former owner presently or previously having family or business ties, obtains an ownership interest in the property, the affordability period shall be revived according to its original terms. The borrower must immediately send NRHA any and all notices of foreclosure or deed-in-lieu of foreclosure to: Norfolk Redevelopment & Housing Authority, Program Services Department, ATTN: HOME Program for Homebuyers, P.O. Box 968, Norfolk, VA 23501.

Enforcement of Recapturing Direct HOME Subsidy Funds

Each applicant, co-applicant and/or spouse is required to sign a "HOME Program Application" and "Defined Rules & Restrictions of Borrowed HOME Program Funds" which outlines the guidelines of the Principal Residence Requirement, Affordability Period, Forgiveness Terms, Recapture Restrictions, Refinance Restrictions and Foreclosures – both of these documents are Homebuyer Agreements used to enforce said guidelines. Each borrower receiving Direct HOME Subsidy for down payment and closing costs assistance will be required to sign a Home Investment Partnerships Program Promissory Note and Deed of Trust on the Date of Settlement. The Home Investment Partnerships Program Deed of Trust is recorded at the City of Norfolk Circuit Court as a second lien to cover a Home Investment Partnership Promissory Note which contains language setting forth the Principal Residence Requirement, Affordability Period, Forgiveness Terms, Recapture Restrictions, Refinance Restrictions and Foreclosures.

Recaptured Direct HOME Subsidy Funds

Direct HOME Subsidy funds recaptured by NRHA in accordance with 92.254(a)(5)(ii) are returned to the City of Norfolk to be deposited in the HOME Investment Trust Fund local account, where the recaptured funds are retained for additional HOME-eligible activities.

Selected NRHA and city staff uses many opportunities to conduct outreach efforts with the citizens of Norfolk. Participation with targeted businesses is encouraged which demonstrates an investment in the community.

Marketing is carried out in support of both the First-time Homebuyer Assistance Program and the Equity Secure Program (for homeowner rehabilitation) through the following efforts:

• Information on the Homebuyer Assistance Program is distributed by mail and across the websites of NRHA and the City of Norfolk. Program staff also occasionally sponsors booths at trade shows and homebuyer related conferences.

- The NRHA HOME Program staff, HomeNet Homeownership staff, and the city staff from the Housing Office regularly host and attend Realtor and Lender workshops to acquaint attendees with the Homebuyer Assistance program. This outreach effort results in generated interest in the program and ultimately attracts applicants who become homebuyers.
- The NRHA HomeNet Homeownership Center conducts VHDA-sponsored First-time Homebuyer Education Classes on a monthly basis and also maintains a Homebuyer Club for public housing residents and Section 8 Housing Choice Voucher recipients who have made homeownership a personal goal.
- The Equity Secure program is marketed by mail, the NRHA website and through occasional ads in the local newspaper. Brochures are occasionally distributed in targeted neighborhoods on a door-to-door basis.

NRHA has implemented a comprehensive, integrated strategy to enhance business and other economic opportunities for Section 3 certified, minority-owned and women-owned business enterprises. It was developed to ensure that NRHA economic opportunities in procurement are directed towards these target groups. Certain affirmative steps have been adopted to maximize participation in HOME funded projects by these targeted business enterprises and other small businesses. These affirmative steps are listed below and constitute the NRHA Section 3 and Minority Outreach Procedures and Requirements for the HOME Program. Consistent with Section 3 of the HUD Act of 1968 and Presidential Executive Orders 11625, 12138, and 12432, NRHA shall make efforts to ensure that Section 3 certified, minority-owned, women-owned, labor surplus area businesses, and individuals or firms located in or owned in substantial part by persons residing in the area of an NRHA project are used whenever possible. Such efforts shall include, but shall not be limited to the following:

- Include language in the NRHA Statement of Procurement Policy and contract solicitations that encourage participation of Section 3, minority and women business enterprises.
- Follow up with the target population to conduct intensive outreach and promote awareness of contract and other economic opportunities.
- Encourage Section 3, minorities and women participation through direct solicitation of bids or proposals.
- Conduct business development and capacity building workshops and trainings to strengthen the competencies of these businesses to do business with NRHA.
- Divide total requirements, when economically feasible, into smaller tasks or quantities to maximize inclusion of these businesses in our procurement and contract award processes.
- Incorporate the Section 3 "X" Factor in contract solicitations to encourage participation and apply Section 3 preference.
- Establish delivery schedules that encourage participation of Section 3, minority and women contractors and builders.

NRHA utilizes the services and outreach assistance of the Small Business Administration, the Virginia Department of Minority Business Enterprise (DMBE), the National Association of Women Business Owners (NAWBO), the Department of Commerce, etc. Ads may also be placed in *The Guide* to ensure intense outreach is extended to the minority business community.

Tenant Based Rental Assistance (TBRA) is an eligible activity under the HOME program. TBRA is a rental subsidy program activity that helps low-income households afford housing costs such as rent, utility costs, and security deposits. HOME funds are used through the Homeless Action Response Team (HART) to provide TBRA activities such as rental assistance, self-sufficiency, anti-displacement, homebuyer and security deposit programs to promote decent, safe and affordable housing. The HART Program is managed by the Department of Human Services.

HOMELESS

Specific Homeless Prevention Elements

 Sources of Funds—Identify the private and public resources that the jurisdiction expects to receive during the next year to address homeless needs and to prevent homelessness. These include the McKinney-Vento Homeless Assistance Act programs, other special federal, state and local and private funds targeted to homeless individuals and families with children, especially the chronically homeless, the HUD formula programs, and any publicly-owned land or property. Please describe, briefly, the jurisdiction's plan for the investment and use of funds directed toward homelessness.

The City of Norfolk works collaboratively on ending homelessness with the Norfolk Homeless Consortium, the Southeastern Virginia Homeless Consortium (the recently merged continuums of Norfolk, Chesapeake, and Western Tidewater), and the South Hampton Roads Regional Taskforce to End Homelessness to end and prevent homelessness. The majority of private funds that come into the system are raised directly by the local non-profit providers to initiate new programs and match and/or supplement programs that are partially provided with public funds. The City of Norfolk does not actively pursue direct receipt of private funding with the exception of sponsors and support for targeted initiatives, such as Project Homeless Connect. In this year the City of Norfolk's Office to End Homelessness will receive approximately \$50,000 in a combined private gift to the city and in-kind donations for several initiatives.

The City of Norfolk expects to receive and expend approximately \$5 million to address the needs of our community. These funds are brought into the community through the McKinney-Vento Act Homeless Assistance Continuum of Care Program (directly to the providers), the Substance Abuse and Mental Health Services Administration (SAMHSA) federal Projects to Assist in the Transition from Homelessness (PATH), Emergency Solutions Grant (ESG), Community Development Block Grant (CDBG), and Home Investment Partnership (HOME) Entitlement Programs.

New accomplishments this year with these federal funds is the implementation of Central Intake through the Norfolk Street Outreach Partnership and an investment in the Regional Efficiency Supportive Housing Program (formerly known as SRO) to develop the region's 5th building, which will be located in Norfolk.

The City of Norfolk continues to provide and develop comprehensive services and assistance to prevent and end homelessness. The following funding sources are projected for the upcoming year:

Funding Source	Amount
McKinney-Vento Homeless Assistance Continuum of Care	3,267,724
Emergency Solutions Grant	408,550
Community Development Block Grant	208,323
HOME Entitlement Program	360,000

Funding Source	Amount
HOME Program Re-Programming Funds	323,322
Projects for Assistance in Transition from Homelessness	105,000
City of Norfolk General Funds - Housing First	150,000
City of Norfolk General Funds – Human Services Grants	520,300
Private foundation grants and donations to the City	50,000
Totals	\$5,393,219

Note: The total in the chart includes entitlement funding and re-programming funds. Totals represent an approximate amount until final award notification has been received.

- Community Development Block Grant (CDBG Entitlement): The city will use CDBG funds for capital improvements and services to enhance, expand, and support new and existing programs that are effective in ending and preventing homelessness and address an unmet need. Total proposed CDBG funds totaling \$208,323 will support various programs that will provide short term emergency and stabilization assistance, services in homeless and prevention programs, and resources to support the services in programs that provide housing to persons exiting homelessness.
- 2. HOME Investment Partnerships Program (HOME Entitlement): HOME funds totaling \$360,000 are proposed to develop single room occupancy apartments for the homeless population and provide for Tenant Based Rental Assistance (TBRA) program to implement new housing assistance vouchers for persons with disabilities who are homeless or are ready to graduate from permanent supportive housing programs, but need housing assistance to transition to market housing or wait for a Section 8 voucher.
- 3. <u>Emergency Solutions Grant Program (ESG Entitlement)</u>: ESG funds totaling \$408,550 are proposed to be allocated for homeless shelter services and operations, homeless prevention and rapid re-housing activities, a street outreach program and an allocation to assist organizations with registration fees who participate with collecting and entering data into the Homeless Management Information System (HMIS).
- 4. <u>HUD Continuum of Care Homeless Assistance Grants:</u> The City of Norfolk anticipates receiving approximately \$3 million dollars allocation for the Continuum of Care (CoC) program. CoC funds an annual allocation to support programs aimed at tackling homelessness in the city. The current award renewed existing programs that expand the city's ability to provide permanent supportive housing units specifically for the chronic homeless population.

The local providers will also receive support directly from state and federal sources to provide assistance. These sources include, but are not limited to Temporary Assistance to Needy Families, Family Stabilization Program, Homeless Intervention Program, Health Care for the Homeless, and the Veterans Administration (VASH) Program.

The Norfolk Community Services Board (CSB) provides direct assistance to primarily mentally disabled, substance abuse population experiencing or at imminent risk of homelessness through a direct general support program, utilizing city funds and state block grant funding. The City also provides for the Office to End Homelessness to ensure policy, planning, initiative development, technical assistance and coordination with local and regional partners. In FY 2012, the City of Norfolk joined the National 100,000 Homes for 100,000 Homeless Americans Campaign to provide a renewed vehicle to garner additional support from foundations and the private sector in ending homeless for our most vulnerable single adults and families with children experiencing homelessness in Norfolk.

Homelessness - The jurisdiction must describe its one-year goals for reducing and ending homelessness through:

a. Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

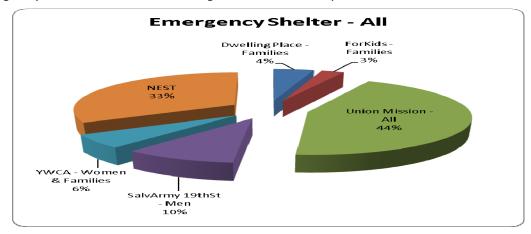
In FY 2013, Norfolk will launch the Norfolk Street Outreach Partnership. This partnership is a team of outreach staff from primarily three organizations that will work as a collaborative under the guidance of the Office to End Homelessness. The city is funding a street outreach and rapid re-housing specialist through the ESG program as a new position (to be hired). This position will work primarily with the 2 staff from the Norfolk Community Services Board's Projects for Assistance in Transition from Homelessness and the 5 staff from the Virginia Supportive Housing's Housing First – My Own Place Program in providing outreach in Norfolk.

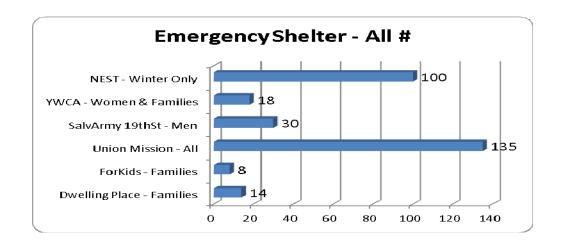
Their work as a collaborative team will officially begin with the 100,000 Homes for 100,000 Homeless American's Registry Week project April 2012. This will begin the effort to ensure that every person on the streets of Norfolk has contact with an outreach worker to begin to assess their needs, connect them to resources, and manage their plan to end homelessness. This activity will build in coverage over a two year period as we garner additional resources for this activity. This team will also work with emergency shelter staff to assist their quests in plan development and system integration.

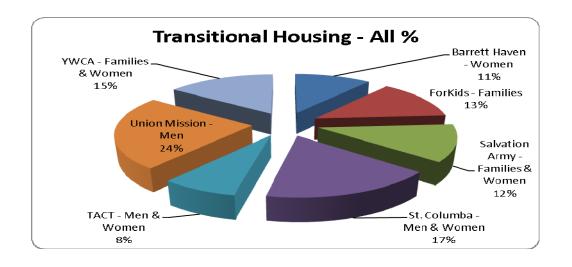
Families with children who are identified on the streets are directly referred to the Homeless Assistance and Response Team at Norfolk's Department of Human Services. As a component of the Family Central Intake System, they have the capacity to go directly to the family as they are encountered. Families with children who are on the streets are immediately sheltered and case plans activated. This system has been intact since 2005 and is highly responsive. In 2012, the community also developed the Family Hotline, which is a semi-regional number for families to call in case of crisis and provides a single number to call for Central Intake for Families. The Family Hotline is managed by ForKids, Inc. with city and private support.

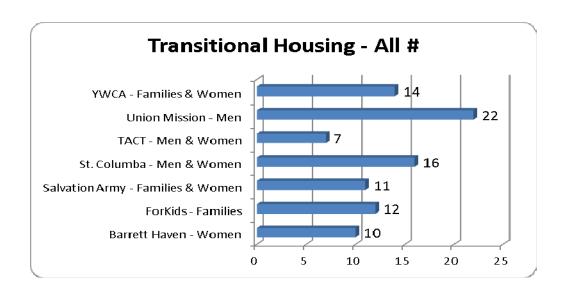
b. The jurisdiction must describe its one-year goals for reducing and ending homelessness through <u>addressing</u> the emergency shelter and transitional needs of homeless persons.

Although no community typically has enough emergency shelter and transitional housing beds to meet the need, Norfolk has an array of beds for families and single adults. Norfolk does not intend to increase the number of emergency shelter beds, but is focusing additional resources in rapid re-housing programs to reduce the need for emergency shelter and the time singles and families spend in shelter.









In addition, the City of Norfolk is enhancing the TBRA Moving On program to insert short-term (6-12 months) rental assistance for families and single adults who are ready to exit homelessness, but are in need of transitional assistance to give them time to stabilize. These rental assistance "vouchers" will be accessed by case managers in the community who can provide the "Streets to Home" services to support their clients in the transition. This means they must be able to provide assistance in preparing the household for housing as well as the housing stabilization supports following them into housing.

c. The jurisdiction must describe its one-year goals for reducing and ending homelessness through helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living including shortening the period of time that individuals and families experience homelessness.

<u>Chronic Homelessness</u>: Norfolk has an extensive history over the past 5 years of immediately helping persons experiencing homelessness – end their homelessness – to the extent that resources are available for the affordable and/or supportive housing that the need is to stabilize. In FY 2013, Norfolk will have 10 additional Housing First – My Own Place units and have re-activated 4 units in April 2012 for this purpose. In December 2012, Norfolk will have 6 new units in the Regional Efficiency Housing development, Heron's Landing Apartments, which will have a priority for chronic homelessness for two of these units. Chronically homeless families are served through the Permanent Supportive Housing and Transitional Housing Program. The community continues to work on resource development to increase the availability of affordable housing and support services for chronically homeless families.

<u>Veterans (Singles and Families):</u> Norfolk, through an initiative of the Virginia Coalition to End Homelessness is working with the Veterans Administration (VA) to more effectively identify those most vulnerable veteran families and singles for the Veteran's Affairs Supportive Housing (VASH) Program. As a start, the VASH program has allocated 3 of their new VASH vouchers to the 100,000 Homes Campaign. Veteran singles or families who are identified during this activity in April 2012 will be targeted for this program. The Office to End Homelessness will continue discussions and program collaboration with the VA to work through a system that incorporates VASH into our Central Intake program for families and the Norfolk Street Outreach Partnership. The City of Norfolk also has strong ties to the Disabled Veterans Chapter 4 Program in coordinating services to end homelessness for disabled veteran families. A collaboration of providers has applied for the Supportive Services for Veteran Families (SSVF) grant this year and if awarded, will provide significantly enhanced services in this area.

Families with Children: Norfolk Central Intake, Homeless Assistance Response Team, ForKids, Inc., the Dwelling Place, the YWCA of South Hampton Roads, and the Union Mission are strong collaborators in addressing the needs of homeless families. The city had tremendous success with the Homeless Prevention and Rapid Re-Housing Program (HPRP); and is targeting the maximum amount of funds available to insert rapid rehousing assistance back into the system. The HART team also has a cadre of case managers and benefits workers, that in conjunction with in-home case management from 2 non-profits provides a continuum of support. To move forward, the city continues to work towards identifying ways to increase the availability for affordable housing and support to provide case management for families to expedite and secure their housing. The HART team has also recently integrated employment supports into their team to enhance their success.

<u>Youth:</u> Norfolk is part of a regional partnership undertaken by the South Hampton Roads Taskforce to End Homelessness to address the development of housing programs for homeless youth. Norfolk is also served by the Homeless and Runaway Youth Program at Seton Youth Shelter, funded by the U.S. Department of Health and Human Services. Norfolk's Department of Human Services (DHS) has a strong transitional youth program, focusing on preparing system-connected youth to the resources and skills they need to exit the system into stable living situations. Norfolk's Public School system also has a homeless student liaison to coordinate services for youth, including those disconnected. Programs for youth are in need of development and enhancement, a focus that the regional partnership continues to work towards addressing.

d. The jurisdiction must describe its one-year goals for reducing and ending homelessness through <u>facilitating</u> access for homeless individuals and families to affordable housing units and preventing individuals and families who were recently homeless from becoming homeless again,

Affordable housing remains a challenge for Norfolk as with many other communities in the country, there is not nearly the stock or the funding to provide for the majority of those who qualify. Most solutions in Norfolk for increasing affordability are dependent on the funding available to support the Housing Choice Voucher Program and public housing. The privately managed affordable housing communities in Norfolk have extensive waiting lists as does Public Housing and Housing Choice Voucher Program. There are few units in these developments that are 1 bedroom, so individuals are slow to be served in them. Norfolk does have an extensive stock of elderly-only affordable housing that does not meet the need, but provides significant investment in addressing the need.

Virginia is working to establish a Housing Trust Fund that will hopefully be able to provide additional opportunities for the development of affordable housing communities for persons exiting homelessness. In the interim, for FY 2013, the City of Norfolk has increased the funding through HOME for tenant-based rental assistance for exiting families from homelessness, targeting Emergency Solutions Grant for rapid re-housing and homeless prevention, and leveraging city and pass-through funds from the state and federal government for these forms of assistance.

Norfolk has a solid point of entry for prevention services for families through the Central Intake Families Crisis Line and through DHS's Homeless Action Response Team (HART). This is the largest point of entry, although several community-based organizations provide some limited assistance outside of the homelessness network. With the development of the Norfolk Street Outreach Partnership, single adults will be provided better access to exiting homelessness resources. Prevention assistance for single adults remains primarily through the Homeless Intervention Program utilizing state and local funds. There also is some access for prevention through HART.

Work will continue through this year to identify methods of increasing access prevention, rapid re-housing, and affordable housing as a sustainable resource for families and singles.

- e. The jurisdiction must describe its one-year goals for reducing and ending homelessness through <u>helping</u> low-income individuals and families avoid becoming homeless, especially low-income individuals and families who are:
 - Being discharged from publicly funded institutions and systems of care, such as health care facilities, mental health facilities, foster care and other youth facilities and corrections programs and institutions, or

Homelessness prevention is a critical component to the system, especially the prevention of homelessness as a result of institutionalization, inpatient care, incarceration, and aging out of care systems. Currently, the City of Norfolk is moving the Norfolk Community Services Board under the City's umbrella. By making this move, the city can more comprehensively and collaboratively work across systems to deliver comprehensive planning with Human Services, Community Services Board, Public Schools, and institutions. In general, Norfolk has targeted several sources, including Emergency Solutions Grant funds to prevention activities to increase the availability of assistance to prevent homelessness.

- Receiving assistance from public and private agencies that address housing, health, social services, employment, education, or youth needs.

The integration of the Norfolk Community Services Board into the city system in this year will help to facilitate cross departmental integration of services to families and individuals who are receiving services from Department of Human Services, the Office to End Homelessness, and the Norfolk Community Services Board. These three systems have strong partnerships with private, non-profit, and faith-based organizations that provide services. Norfolk had a good history of coordinating services and referrals between services organizations, but the work of the stimulus program helped to enhance these linkages system-wide.

2. The jurisdiction must specify the activities it plans to undertake during the program year to address the housing and supportive service needs identified in accordance with §91.215(e) with respect to of persons who are not homeless (elderly, frail elderly, persons with disabilities, persons with HIV/AIDS, persons with alcohol or other substance abuse problems) but who have other special needs.

Throughout the city, there are individuals in various areas who are not homeless but have specific needs and require special attention due to their current or prospective service needs. These individuals include: elderly, frail elderly, persons with severe mental illness, victims of domestic violence, developmentally disabled, physically disabled, substance abusers, and persons with HIV/AIDS.

The City of Norfolk is aware of the needs of special populations and is committed to supporting initiatives which target these populations. As part of its strategy, the city is committed to providing assistance to transitional housing programs and related services offered through local non-profit organizations. These housing programs provide shelter and support services to low-income households, who also have health issues, substance abuse and/or mental health concerns, are victims of domestic violence or are physically or developmentally disabled. Based on needs identified throughout the community, over the next fiscal year, the City of Norfolk will focus on addressing the needs of People Living with HIV/AIDS (PLWHA) and the elderly and disabled individuals. Projects planned for funding in FY 2013 are identified in the table below. Further, throughout FY 2013, the city will continue to collaborate with other city departments and non-profit agencies to create new and expand existing programs to improve the physical and social environment for the elderly and disabled populations.

3. Chronic Homelessness - The jurisdiction must describe the specific planned action steps it will take over the next year aimed at eliminating chronic homelessness. Again, please identify barriers to achieving this.

Both the Blueprint and the Continuum of Care plan include specific action steps to end chronic homelessness which include:

- 1. Expansion of the My Own Place project, which will add 10 units in Norfolk in 2012;
- Development of additional regional SROs Efficiency Supportive Housing, Heron's Landing will open in Chesapeake, opening up 6 additional units for Norfolk in December 2012. Norfolk began planning and funding strategies for Norfolk Regional Apartments which will be Norfolk's second single room occupancy (SRO) facility to be developed for an expected 2014 opening, adding an estimated 30 units for chronically homeless.
- 3. Development of a residential substance abuse treatment facility to serve chronically homeless individuals. This continues to be an ongoing goal, targeted for 2013.
- 4. Norfolk Street Outreach Partnership in combination with the 100,000 Homes Campaign will redesign Norfolk's approach to addressing chronic homelessness providing structured and coordinated full-coverage outreach in the city, providing housing acquisition planning for persons encountered, and addressing their service needs.

Barriers to achieving these goals are primarily:

- Availability of funding for Housing Choice Vouchers or similar voucher funding;
 and
- Funding for supportive services in housing.

During the FY 2013 program year, the city will continue to meet its' Consolidated Plan goals and priorities by funding projects, through various funding sources, that support the chronic homeless and special needs households and promote job creation and training. Each of these agencies offers some level of supportive services to program participants. Services range from outreach, locating suitable housing and support services, life skills coaching, job skill development all of which are intended to promote a suitable living environment and promote self-sufficiency to prevent individuals of future poverty and homelessness. Programs planned to help alleviate or reduce homelessness for FY 2013 are identified in the table below:

FY 2013 Programs For					
End	ing Homelessness and Chroni	c Home	lessness		
Organization	Program	CDBG	HOME	ESG	Amount
Barrett Haven Transitional Home	Life Skills Coach Program	√			9,185
City Department of Human Services	Homeless Action Response Team - HART (formerly Rapid Exit)			√	120,506
Ecumenical Family Shelter	The Dwelling Place			√	55,000
ForKids, Inc.	Haven House Program			√	55,000
St. Columba Ecumenical Ministries	Day Center Program			√	30,000
St. Columba Ecumenical Ministries	Homeless Advocate & Day Center Program	√			12,525
St. Columba Ecumenical Ministries	Next Step Transitional Housing Program	√			20,875

FY 2013 Programs For Ending Homelessness and Chronic Homelessness					
Organization	Program	CDBG	HOME	ESG	Amount
The Planning Council, Inc.	Continuum of Care Program	√			35,905
The Planning Council, Inc.	ShelterLink Program	√			10,521
The Salvation Army	Hope Day Center	√			70,975
The Salvation Army	Hope Day Center			√	34,000
Virginia Supportive Housing	Norfolk Regional Apts.		√		360,000
Virginia Supportive Housing	Norfolk Regional Apts	√			110,416
YWCA of South Hampton Roads	Women In Crisis Program			√	37,000
			T	OTAL	961,908

4. Homelessness Prevention-The jurisdiction must describe its planned action steps over the next year to address the individual and families with children at imminent risk of becoming homeless.

The Blueprint includes implementation of a central intake and rapid exit initiative modeled on the State of Minnesota's, Hennepin County's successful programs. These elements were implemented in 2007. All families who are homeless or at risk of homelessness are directed to the central intake team, HART, which received 4,567 requests for help in calendar 2007. The city expects to serve a similar number of families with prevention services during FY 2013 and are further enhancing the program through private foundation grants and regional partnerships.

5. Discharge Coordination Policy-Explain planned activities to implement a cohesive, community-wide Discharge Coordination Policy, and how, in the coming year, the community will move toward such a policy.

The Discharge Coordination Policy chart is provided on the next page.

Publicly Funded Institution(s) or System(s) of Care in CoC Geographic Area	None	Initial Discussion	Protocol in Development	Formal Protocol Finalized	Formal Protocol Implemented
Foster Care					
Health Care	\boxtimes				
Mental Health					
Corrections					

Foster Care:

The Norfolk's Department of Human Services (DHS) has adopted policy that requires the department to develop an independent living plan for all children 16 and older, known as the Daniel Memorial Transitional Plan, and to provide housing assistance as needed, such as purchasing furnishings and household items or payment of security deposits for apartments. The Daniel Memorial Transitional Plan addresses opportunities for learning and practicing independent living skills, living options and financial planning, obtaining critical documents (i.e. birth certificates, social security cards and selective service cards for the boys), assessment of medical needs, and psychological and counseling needs and the ability to access these services once out of care.

NDHS also develops a generic transitional plan with all 14 and 15 year olds in foster care that includes educational status and the child's perception of their functioning level and addresses their career goals. These plans have been created to ensure that children discharged from foster care are not discharged to McKinney-Vento funded programs.

Health Care:

The Veterans Affairs (VA) Medical Center is the only publicly funded healthcare institution in the Norfolk Continuum of Care and does not have a written discharge policy. The VA Medical Center works extensively with patients to ensure that they are not discharged into homelessness; however, there is no formal policy or protocol. Park Place Medical Center administers the federally funded Healthcare for the Homeless program; however, they do not have inpatient beds and do not discharge patients so a discharge policy is not necessary.

Mental Health:

Each year the Virginia Department of Behavioral Health and Developmental Services (DBHDS), in coordination with the local Community Services Boards (CSBs) develop a Performance Contract that allows the state to provide funding to the CSBs. The Performance Contract identifies the CSBs as responsible for developing discharge plans for persons being treated at state facilities and specifically states that individuals may not be discharged to homeless facilities or to the streets. The CSBs must identify appropriate living arrangements for these consumers, and appropriate living arrangements do not include HUD McKinney-Vento funded programs.

Corrections:

The State Department of Corrections (DOC) issued protocols in 2005 to specifically include housing needs in discharge plans. DOC directs inmates to the Probation and Parole District from which they were sentenced upon release to assist with housing needs. The District then uses any available local resource or a contract Community Residential Program (halfway house) if the inmate meets admission criteria. Districts have some strictly limited emergency assistance funds for those that do not meet admission criteria.

In 2007, the City of Norfolk entered into a Reentry Pilot coordinated by the Virginia Policy Academy on Reentry. This pilot program is not HUD McKinney-Vento funded. This pilot targets all ex-offenders released from the Greensville and Fluvanna State Correctional facilities and provides them with assessments, employment, and housing counseling. Ex-offenders are not discharged to McKinney Vento funded agencies. The pilot program has enrolled over 17 people to date, 15 of whom voluntarily engaged with various pilot services (only 2 declined), and 6 have already secured employment through the project.

ESG 91.220(I)(4)

1. The jurisdiction must describe its written standards for providing ESG assistance. The minimum requirements regarding these standards are set forth in 24 CFR 576.400(e)(1) or and (e)(3).

Program Year 2 Action Plan ESG response:

ESG Written Standards

I. Introduction

The City of Norfolk (City) Office of Budget and Grants Management has developed the following standards for providing assistance with Emergency Solutions Grants (ESG) funds as required by 24 CFR 576.400 (e). These are initial standards that have been created in coordination with the City of Norfolk's Continuum of Care which includes connected Hampton Roads areas such as Virginia Beach, Portsmouth, and Chesapeake.

These standards represent goals for providing services for the community and the entire continuum, though the city expects that the standards will become more expansive as the city gains more experience with and collects more data from services provided with the Emergency Solutions Grants Program. These standards are in accordance wit the interim rule for the Emergency Solutions Grants Program released by the U.S. Department of Housing and urban Development on December 4, 2011 and the final rule for the definition of homelessness also released by the U.S. Department of Housing and Urban Development on December 4, 2011.

As noted by HUD, the development of comprehensive, coordinated, and effective policies and procedures is a process that takes a substantial amount of time and thought. Consequently, the city has established initial standards for ESG and will continue to develop and refine these standards in the Annual Action Plan as the city and Continuum of Care adapt and further develop strategies for targeting resources, and as new best practices are established. The city will ensure that the following written standards required by HUD in the Interim Rule 575.400 Subpart E(e)2 are maintained or developed if needed to govern the new activity.

Written Standards will include:

- Standard policies and procedures for evaluating individuals' and families' eligibility for assistance under ESG;
- Policies and procedures for admission, diversion, referral, and discharge by emergency shelters assisted under ESG, including standards regarding length of stay, if any, and safeguards to meet the safety and shelter needs of special populations, e.g., victims of domestic violence, dating violence, sexual assault, and stalking and individuals and families who have the highest barriers to housing and are likely to be homeless the longest;
- Policies and procedures for assessing, prioritizing, and reassessing individuals' and families' needs for essential services related to emergency shelter;
- Policies and procedures for coordination among emergency shelter providers, essential services providers, homelessness prevention, and rapid re-housing assistance providers; other homeless assistance providers; and mainstream service and housing providers (see § 576.400(b) and (c) for a list of programs

- with which ESG-funded activities must be coordinated and integrated to the maximum extent practicable);
- Policies and procedures for determining and prioritizing which eligible families and individuals will receive homelessness prevention assistance and which eligible families and individuals will receive rapid re-housing assistance;
- Standards for determining what percentage or amount of rent and utilities costs each program participant must pay while receiving homelessness prevention or rapid re-housing assistance;
- Standards for determining how long a particular program participant will be provided with rental assistance and whether and how the amount of that assistance will be adjusted over time; and
- Standards for determining the type, amount, and duration of housing stabilization and/or relocation services to provide to a program participant, including the limits, if any, on the homelessness prevention or rapid re-housing assistance that each program participant may receive, such as the maximum amount of assistance, maximum number of months the program participant received assistance; or the maximum number of times the program participant may receive assistance.

The City of Norfolk has developed its ESG written standards based upon standards established under its Homeless Prevention and Rapid Re-Housing Program (HPRP).

The city has proposed to work with the CoC to develop common forms, recordkeeping policies, and evaluation tools in order to:

- a. Enhance compliance amongst all HUD homeless funding streams;
- b. Facilitate audits of ESG/ CoC funded programs; and
- c. Provide common outcome data and measureable results.

ESG standards have been scaled down in comparison to HPRP since ESG funding is significantly less than HPRP and requires greater targeting of homeless populations and services. These standards are not static and will be changed to address the current conditions of our community. It will be imperative for the city and CoC partners to work together to establish policies, develop creative programming and pursue funding sources that will address the needs to transition populations from vulnerability to self sufficiency.

Individuals and families may access ESG funding through one of the five below methods and the city is in partnership with a local provider has implemented a Central Call-In Line for targeting referrals to one of the five below coordinated front door methodologies:

- 1. By calling the Norfolk's Department of Human Services HART Program to be directly assisted or referred to the designated housing support service provider;
- 2. By calling The Planning Council to be directly assisted or referred to the designated housing support service provider; and
- 3. By making an appointment with a case manager at the city's designated housing support service provider;
- 4. By receiving a referral to the city's designated housing support service provider from an emergency shelter, transitional living program, or other CoC participating agency service persons residing in the City of Norfolk; or

5. Through outreach services provided by the Norfolk Street Outreach Partnership.

The housing support service provider will complete a pre-screening form with the client. If potential eligibility is established, then the case manager will determine if the client has accessed mainstream benefits, particularly public assistance benefits. Clients who have not accessed these benefits will be assisted with applying for eligible benefits as part of the process and these benefits will be assessed in the determination of the provision of ESG assistance. Upon meeting with the case manager, clients will be required to complete a comprehensive client intake form, bring proof of benefits documentation, and other supporting documentation (i.e., income, lease, eviction notices, etc.) to verify housing status and client eligibility. For those who need assistance with this, staff will assist this process. A common client intake form is already in existence but will be further tailored to provide improved flow in the system. It will be further developed in coordination with the CoC.

The initial screening will determine:

1. If the combined household income is below 30% AMI and if the household has assets that exceed the program asset limit;

If the household's living situation qualifies as either literally homeless or at imminent risk of homelessness;

2. If households that qualify as at-risk of homelessness have one or more additional risk factors which make shelter entry more likely if not assisted. These factors include persons with eviction notices, living currently in a place in which they do not hold a lease, such as doubled up with family or friends, in a hotel/motel or in an institutional environment.

The initial screening also collects certain basic demographic information on the household (HMIS universal data elements) and is used to help qualify the household for other services and to gather information on those seeking assistance for analysis and program refinement.

Households determined initially eligible will receive a full assessment of housing barriers and household resources. Households may be screened out at this point if:

- 1. The household appears to have other resources and/or housing opportunities that it can access to avoid homelessness; and/or
- 2. The household has very high or multiple barriers to re-housing and can be referred to another program that would better suit client's housing situation over the long-term.

All ESG Subrecipients will be provided a set of written minimum standards in their Agreement with the city that include, but are not limited to the following:

- Must follow the new definition of homelessness, and serve only those meeting the definition of homeless;
- Program only allowed to serve those currently on the street or in emergency shelters:
- Must follow HUD Income Criteria for the program (below 30% AMI);
- Clients should pay no more than 30% of their income towards their rent while in the program;

- Must meet with clients receiving assistance at least once per month;
- Must re-evaluate for continued assistance;
- No more than 24 months of assistance can be provided. Assistance should be determined by the case manager each month;
- Require participation in the HMIS;
- Housing Case Management must be focused to include:
 - ✓ Monthly Case Management for re-evaluation of the need and level of services;
 - ✓ Follow-up for clients exiting the program;
 - ✓ Limits on the of financial assistance awarded to a client/household;
 - ✓ Programs to provide shallow subsidies;
 - ✓ Implementation of Housing First Model;
 - ✓ Coordination with mainstream resources (i.e. TANF, Medicaid, Social Security through SOAR, VA (SSVF and HUD-VASH), etc.

The organization(s) selected to administer the city's Rapid Re-Housing Program is expected to further develop written standards governing:

- Selection policies;
- Case management policies;
- Method of determining assistance levels;
- · Method of determining terms of assistance;
- Follow-up policies and protocols; and
- Administrative policies.

Standard policies and procedures for evaluating individuals' and families 'eligibility for assistance under ESG.

Individuals and families may access ESG funding through one of the five below methods and the City of Norfolk in partnership with a local provider has implemented a Central Call-In Line for targeting referrals to one of the five below coordinated front door methodologies:

- 1. By calling the Norfolk's Department of Human Services HART Program to be directly assisted or referred to the designated housing support service provider;
- 2. By calling The Planning Council to be directly assisted or referred to the designated housing support service provider; and
- 3. By making an appointment with a case manager at the city's designated housing support service provider;
- 4. By receiving a referral to the city's designated housing support service provider from an emergency shelter, transitional living program, or other CoC participating agency service persons residing in the City of Norfolk; or
- 5. Through outreach services provided by the Norfolk Outreach Partnership.

The housing support service provider will complete a pre-screening form with the client. If potential eligibility is established, then the case manager will determine if the client has accessed mainstream benefits, particularly public assistance benefits. Clients who have not accessed these benefits will be assisted with applying for eligible benefits as part of the process and these benefits assessed in the determination of the provision of ESG assistance. Upon meeting with the case manager, clients will be required to complete a comprehensive client intake form, bring proof of benefits documentation, and

other supporting documentation (i.e., income, lease, eviction notices, etc.) to verify housing status and client eligibility. For those who need assistance with this, the staff will assist with this process. A common client intake form is already in existence but will be further tailored to provide improved flow in the system. It will be further developed in coordination with the CoC.

The initial screening will determine:

- 1. If the combined household income is below 30% AMI and if the household has assets that exceed the program asset limit;
- 2. If the household's living situation qualifies as either literally homeless or at imminent risk of homelessness;
- 3. If households that qualify as at-risk of homelessness have one or more additional risk factors which make shelter entry more likely if not assisted. These factors include persons with eviction notices, living currently in a place in which they do not hold a lease, such as doubled up with family or friends, in a hotel/motel or in an institutional environment.

The initial screening also collects certain basic demographic information on the household (HMIS universal data elements) and is used to help qualify the household for other services and to gather information on those seeking assistance for analysis and program refinement. Households determined initially eligible will receive a full assessment of housing barriers and household resources. Households may be screened out at this point if:

- 1. The household appears to have other resources and/or housing opportunities that it can access to avoid homelessness;
- 2. The household has very high or multiple barriers to re-housing and can be referred to another program that would better suit client's housing situation over the long-term.

Policies and procedures for coordination among emergency shelter providers, essential service providers, homelessness prevention and rapid re-housing assistance providers, other homeless assistance providers, and mainstream service and housing providers.

- 1. The primary agency for implementation of the ESG program will begin with the City of Norfolk Office to End Homelessness, Norfolk's Department of Human Services, and The Planning Council (CoC) through its Norfolk Homeless Consortium. The Consortium meets monthly and has a diverse membership of housing service providers, support service providers, government agencies, and private/ public organizations. The Consortium also hosts guest speakers to discuss new initiatives or to address concerns raised by the CoC. The CoC also has subcommittees to bring forth such initiatives such as drafting policies, forms and evaluation tools for review and approval by the Norfolk Homeless Consortium. The Office to End Homelessness along with the CoC will be further consulted to identify later annual ESG funding priorities, recommend programs that meet funding priorities, and participate in audits to help evaluate ESG agency performance.
- 2. The city's designated housing services providers will coordinate with referral agencies such as the Office to End Homelessness, the United Way, area homeless

- shelters, and The Planning Council which links clients in need of housing assistance to other services and shelters.
- 3. The city will maintain its working relationship with Norfolk's Department of Human Services. This agency provides a major mainstream benefit resource for long-term housing stability.
- 4. The city's designated housing service providers will continue to have strong knowledge and working relationship with social service agencies, employment centers, shelter providers and supportive service programs (i.e., food pantries, transportation, health care, medical, daycare, legal, credit counseling, etc.).

The designated housing service providers will continue to develop a strong knowledge and working relationship with other agencies targeting housing services for homeless families and low-income families including but not limited to Shelter Plus Care programs, Supportive Housing programs, Homeless Housing and Assistance programs, Veterans Assistance and Low Income Housing Tax Credit programs, Community Housing Development Organizations and Section 8 programs.

Policies and procedures for determining and prioritizing which eligible individuals will receive Standards for coordinating, targeting and providing essential services related to street outreach include:

Street Outreach

Eligible clients for Street Outreach are individuals who are unsheltered individuals and families and who qualify under paragraph (1)(i) of the definition of "homeless" under 24 CFR 576.2.

- 1. Engagement involves activities to locate, identify, and build relationships with unsheltered homeless people for the purposes of providing immediate support, intervention, and connections with homeless assistance programs and/or mainstream social services and housing programs. Program staff will provide literal outreach services in the community at least 60% of the time under this activity and will coordinate outreach services with other members of the Norfolk Street Outreach Partnership. Case managers must maintain documentation that demonstrates they connected and engaged the homeless client with conducting an initial assessment of client's needs and eligibility, crisis counseling, able to assess if any urgent physical needs are needed, and provide with referrals to mainstream programs. Street Outreach objectives includes:
 - 1. Locating, identifying and building relationships with unsheltered homeless people in providing immediate support with homeless assistance programs.
 - 2. Providing homeless individuals with access to mainstream social services and housing programs.
 - 3. Targeting and reaching as many homeless persons as possible; and
 - 4. Providing emergency shelter/motel vouchers where needed, while also maximizing case management services to provide stable housing.
- 2. <u>Case Management</u> is assessing housing and service needs, and arranging, coordinating and monitoring the delivery of individualized services to the homeless individuals. Case managers are required to use a centralized or coordinated assessment system in documenting the number of homeless individuals/ families served. Case managers must conduct an initial evaluation and verify and document eligibility, provide necessary counseling services based on initial evaluation as well as coordinate and inform the homeless individuals/ families with mainstream services

such as obtaining Federal, state and local benefits and indentifying housing programs that the client may be eligible. Case managers will upon client(s) assessment develop an individualized housing and/or service plan and be responsible for monitoring and evaluating the homeless individual/families progress to exiting the program.

The city established the following priority populations of Street Outreach clients. These priorities have been established because the population is deemed to have a higher probability of being successfully served, there is a clear systems delivery gap for a particular population and it will enhance the continuum's goal of identifying homeless individuals to providing immediate support with homeless assistance programs. Again it should be noted that these priorities are not meant to preclude other eligible individuals from receiving assistance but ensure that those homeless individuals /families living on the streets are provided services.

- Individual or family living on the streets;
- Unaccompanied youth under age 18;
- Individual or family fleeting domestic violence and no other support systems are available to help end their homelessness.

Policies and procedures for determining and prioritizing which eligible families and individuals will receive homelessness prevention assistance and which eligible families and individuals will receive rapid re-housing assistance.

The City of Norfolk understands that the key to the success of any program is a screening and assessment process, which thoroughly explores the individuals/households situation and pinpoints their unique housing and service needs.

Case workers are responsible for screening and assessing the low-income housing and family needs. Based on the assessment, individuals/households are referred to housing and services most appropriate to their situations. Under the Homeless Prevention Assistance and Rapid Re-Housing, funds will be available to persons below 30% of Area Median Income (AMI), and are homeless or at risk of becoming homeless. These funds can be used to prevent individuals/households from becoming homeless and/or regain stability in current housing or other permanent housing. Rapid re-housing funding will be available to those who are literally homeless to ultimately move into permanent housing and achieve stability.

Homeless Prevention

Eligible clients for homeless prevention services are individuals or families meeting the definition of at-risk of homelessness under 24 CFR 576.2 with household incomes below 30% AMI of HUD's annual-income limits. Clients receiving homeless prevention assistance must demonstrate that they have no other persons or support systems to help them with maintaining their current home, or prevent them from street homelessness or entering a shelter. Case managers must maintain documentation that demonstrates they connected the client with other mainstream programs to help client sustain permanent housing. Clients receiving more than one month of financial assistance must develop an individual service plan (ISP) in consultation with the case manager. The case manager must maintain documentation of efforts to help obtain employment and/or employment readiness training for persons in household who are able to enter the workforce.

The city has established the following priority populations of homeless prevention clients. These priorities have been established because the population is deemed to have a higher probability of being successfully served, or there is a clear systems delivery gap for a particular population group. It should be noted that these priorities are not meant to preclude other eligible persons from receiving assistance.

The city has established the following priority populations of homeless prevention clients. These priorities have been established because the population is deemed to have a higher probability of being successfully served, or there is a clear systems delivery gap for a particular population group. It should be noted that these priorities are not meant to preclude other eligible persons from receiving assistance.

- Unaccompanied youth under age 18;
- Client has a written eviction notice from landlord or family/ friend stating client must vacate premises within 21 days from the date of application for assistance, no subsequent residence has been identified, and no other support systems are available to help client avoid homelessness;
- Client is living in a hotel or motel that is self paid and has a lease with a move in date within 30 days from the date of the application for assistance.

Rapid Re-Housing

Eligible clients for rapid re-housing are individuals or families meeting the definition of homelessness under 24 CFR 576.2. In order to ensure ESG funds are the most appropriate source of funding, case managers must document client's readiness to reside in permanent housing (low demand for housing support services). Clients approved for rapid re-housing services must find a unit that meets rent reasonableness standard and has been inspected for Housing Quality Standards by either the Norfolk Housing Broker Team or has a Certificate of Compliance from the City of Norfolk's Codes Department within 60 days of client's approval date for Clients receiving more than one month of financial assistance must develop an individual service plan (ISP) in consultation with the case manager. The case manager must maintain documentation of efforts to help obtain employment and/or employment readiness training for persons in household who are able to enter the workforce. Case managers are also required to assist persons with disabling conditions with applications for disability-related benefits, either directly or through referral to a benefits specialist. Norfolk has a strong SSI/SSDI Outreach Access, and Recovery Program that is working to expand its capacity for new referrals. Partnership with the DAV Chapter 4 provides enhanced access to refer Veterans to be assisted with accessing benefits through the Veterans Administration if eligible.

The city established the following priority populations of rapid re-housing clients. These priorities have been established because the population is deemed to have a higher probability of being successfully served, there is a clear systems delivery gap for a particular population, and it will enhance the continuum's goal of quickly transitioning homeless persons from shelters to permanent housing. Again it should be noted that these priorities are not meant to preclude other eligible persons from receiving assistance.

- Individual or family living on the street or in an emergency shelter;
- Unaccompanied youth under age 18;

Client has a written eviction notice from landlord or family/ friend stating client
must vacate premises within 14 days from the date of application for assistance,
no subsequent residence has been identified, and no other support systems are
available to help client avoid homelessness;

Individual or family fleeting domestic violence and no other support systems are available to help client avoid or end their homelessness.

Standards for determining the share of rent and utilities cost that each program participant must pay, if any, while receiving homelessness prevention or rapid re-housing assistance.

Standards for both homeless prevention and rapid re-housing for determining the share of rent and utilities costs that each program participant must pay, if any, will be based on the following:

- Current Fair Market Rent (FMR) limits;
- Rent reasonableness while taking into account the neighborhood; and
- Minimum habitability standards.

No rental assistance will be made if a client is receiving rental assistance of the same type from another public source for the same time period. A current lease agreement between property manager/owner and tenant (program participant) that indicates term of lease; monthly rent; parties to lease; all residents listed on lease and signed by both parties will be required prior to receiving assistance. Case managers will have to develop a household budget and identify the amount of ESG funds needed to help client maintain permanent housing. For clients receiving ongoing financial assistance, the case manager must develop a plan with the client to contribute up to 30% of household income towards ESG assisted activity. Payments for rental assistance will only be made to a property manager/owner with whom the program participant has entered into a rental agreement.

Standards for determining how long a particular program participant will be provided with rental assistance and whether and how the amount of that assistance will be adjusted over time.

The ESG-funded program may determine the amount of rental assistance provided, such as "shallow subsidies" (payment of a portion of the rent), payment of 100 percent of the rent charged, or graduated/declining subsidies. The city's sub-grantees may also set a maximum amount of assistance that a single individual or family may receive from ESG funds, as long as the total amount of assistance that any individual/household receives does not exceed an amount equal to 24 months of rental assistance during any three year period. Again, because the services are customized to the client, clients with higher risk receiving more intensive services, the program has the flexibility to determine the length and graduation of rental assistance.

Subject to the general conditions under 24 CFR 576.103 and 24 CFR 576.104, a program participant may be provided with up to 24 months of rental assistance during any 3-year period. The City of Norfolk had made the following determinations for rental assistance based on funding:

1. Homeless Prevention Rental Assistance is immediate one-time rent assistance for families or individuals that do not exceed the 30% median income guidelines and

- who are experiencing a crisis. Based on program time-frames and funding levels, high client demands and limited funding availability, assistance may be limited.
- Rapid Re-Housing Assistance is short-term rental assistance and includes move-in assistance. This program is for individuals/households that do not exceed 30% median income guidelines and who are experiencing homelessness. Based on program time-frames, high client demands and limited funding availability, assistance may be limited.

To maximize client potential to maintain housing, case managers are required to have monthly contact with clients to document client efforts and accomplishments. Case managers have the flexibility to schedule on-site appointments as necessary to ensure client remains accountable with program expectations.

Standards for determining the type, amount, and duration of housing stabilization and/or relocation services to provide a program participant, including the limits, if any, on the homelessness prevention or rapid re-housing assistance that each program participant may receive, such as the maximum amount of assistance, maximum number of months the program participants receives assistance; or the maximum number of times the program participants may receive assistance.

Please refer to Homeless Prevention and Rapid Re-Housing responses.

2. If the Continuum of Care for the jurisdiction's area has established a centralized or coordinated assessment system that meets HUD requirements, describe the centralized or coordinated assessment system and the requirements for using the system, including the exception for victim service providers, as set forth at 24 CFR 576.400(d).

The City of Norfolk's Continuum of Care has not yet fully developed a centralized or coordinated assessment system that meets HUD requirements. Although, the City currently has a Central Intake for Families System at the City's Department of Human Services where an assessment is made and referrals are given. Once clients are linked to a given sheltered, they are then entered in HMIS and gain access to the case management, life skills, and other supportive services granted by that organization.

<u>Central Intake for Families:</u> The City of Norfolk has a central intake system at DHS' Homeless Assistance and Response Team (HART) that provides one stop and one assessment for homeless families. There is one point of entry with two methods of contact. Families can walk-in to the HART team location or call the central Family Hotline. Regardless, families experiencing homelessness are routed through HART for assessment.

<u>Single Adults:</u> This process is being accomplished for FY 2013 with the launch of the Norfolk Street Outreach Partnership. The hiring of the Street Outreach & Rapid Rehousing Specialist at HART and the coordinated outreach activities of the Norfolk Community Services Board's PATH Program and Virginia Supportive Housing's Housing First Program staff will provide the ability to facilitate a mobile central intake program for single adults. They will use the 100,000 Homes model to establish vulnerability in addition to an assessment, services, and housing planning system uniformly. Office to End Homelessness is for the interim providing the central location of the files to provide access to outreach and housing planning files to the coordinating agencies. Once the

outreach component of Singles Central Intake is running, the outreach files will then be transferred to that site. Housing application and prescreening files will remain at the Office to End Homelessness.

Other agencies (emergency shelters and day centers) will be provided support through this outreach team and facilitated coordination through shelter case managers.

In addition, the providers will be using Call-Point, a Bowman System that is a component of the Norfolk Homeless Management Information System (HMIS) while persons are in outreach. This system was put in place in January 2012, tested through the Family Central Hotline, and ready for use for tracking of single adults by multiple providers.

For FY 2013, the City of Norfolk will be supporting 8 organizations that are part of the Continuum of Care, with Emergency Solutions Grant funds for FY 2012-2013. The descriptions of their services are provided in the project worksheets section of the Annual Plan on pages A39 – A51.

3. Identify the process for making sub-awards and a description how the jurisdiction intends to make its allocation available to nonprofit organizations (including community and faith-based organizations), and in the case of urban counties, funding to participating units of local government.

The City of Norfolk has administered ESG funds since the original program began in 1986. The process for making sub-awards will be similar to that used over the last 25 years. The City of Norfolk will publish requests for ESG proposals in September/ October. Agencies submitting an application will be required to obtain a letter of support from the CoC in support of their proposed project. Competitive applications will be submitted in November and vetted by city departments and agency recommendation in January. In order to ensure compliance with HUD's obligation period, the city will continue to request Council's approval to obligate ESG funds by May annually. The contracts will begin to be developed in July annually and executed within 60 days of HUD's Annual Plan approval.

If religious organizations apply and receive funds for ESG, the city realizes that assistance could be provided under this part to a religious organization if the religious organization agrees to provide all eligible activities under this program in a manner that is free from religious influences and in accordance with the following principles:

- It will not discriminate against any employee or applicant for employment on the basis for religion and will not limit employment or give preference in employment to persons on the basis of religion;
- It will not discriminate against any person applying for shelter or any of the eligible activities under this part on the basis of religion and will not limit such housing or other eligible activities or give preference to persons on the basis of religion; and
- It will provide no religious instruction or counseling; conduct no religious worship or services; engage in no religious proselytizing; and exert no other religious influence in the provision of shelter and other eligible activities under this part. Applicants that are primarily religious organizations are encouraged to contact the city for specifics or refer to 24 CFR 576.23.

ESG funds allocated from approval of the Annual Plan will be used for the following activities:

- Rapid Re-Housing activities to include relocation and stabilization services, as well as tenant-based rental assistance;
- Homeless Prevention activities to include relocation and stabilization services, as well as tenant-based rental assistance;
- Street Outreach and Emergency Shelter activities; and
- Administration costs related to the above activities.

To facilitate the submission of the FY 2013 Annual Action Plan the Office of Budget and Grants Management (DGM) is responsible for executing the city's Annual Plan Process. The major steps of the process are as follows:

- a) Application availability is provided on the city's website, advertised in the Newspaper and the Public Library. Public Service organizations, Community Partners, city departments and civic leagues are notified when the HUD entitlement applications are available and the deadline for submission.
- b) The Office of Budget and Grants Management conducts two workshops. The first workshop provides an overview of the CDBG, ESG and HOME programs. The second workshop provides one-on-one technical assistance to the applicants.
- c) The Office of Budget and Grants Management provides the initial review of the applications for program eligibility.
- d) Once identified as eligible, applications are reviewed and ranked by The Citizens Advisory Group (CAG) and the city's Internal Work Group (IWG).
- e) The Draft Annual Plan is distributed to the City Planning Commission.
- f) The recommendation of the IWG and CAG review groups is presented to and considered by the City Planning Commission.
- g) Letters of Award / Denial are distributed.
- h) The City Planning Commission conducts a Public Hearing on the proposed use of funds.
- i) City Administration reviews the Commission recommendation and forwards the recommendation to City Council.
- j) A Public Notice is printed in the Newspaper for a 30-Day comment period of the Annual Action Plan.
- k) City Council holds a public hearing on the Annual Plan.
- 1) City Council adopts the Annual Plan.
- m) The adopted Annual Action Plan is submitted to HUD.
- n) Once the Annual Action Plan is approved the Entitlement Programs begin the program year starting July 1, 2012.
- 4. If the jurisdiction is unable to meet the homeless participation requirement in 24 CFR 576.405(a), it must specify its plan for reaching out to and consulting with homeless or formerly homeless individuals in considering and making policies and decisions regarding any facilities or services that receive funding under ESG.

Currently, one of members of the Norfolk Homeless Consortium is formerly homeless. Their participation serves to inform of the homeless perspective, as well as to help the committee direct any changes in homeless policies. The Norfolk's Continuum of Care and the City of Norfolk are working towards enhancing the input from homeless and formerly homeless participants that would include:

- 1. Appointing a homeless representative to serve on the Citizen Advisory Group, and
- 2. Receiving input from the Norfolk Community Services Board's Consumer Advisory Committee.
- 5. Describe the performance standards for evaluating ESG activities. These standards must be created in collaboration with Continuum of Care and will be used to assess progress in meeting goals and objectives identified in Strategic Plan.

The city will coordinate and provide its service providers with the program procedures and requirements, to ensure long-term compliance with program requirements and comprehensive planning requirements, at the beginning of the fiscal year. The City will utilize its experience from its successful implementation of HPRP to evaluate ESG activities. The city shared this framework with the Continuum of Care and will review periodically with the CoC coordinator and the Norfolk Homeless Consortium. Both the City and its sub-grantees will utilize its HMIS to monitor performance through the following indicators;

- Number of individuals/ households served by outreach, prevention and rapid rehousing activities;
- Exit destinations (temporary and permanent) of individuals/households served;
- Percent of clients served who avoid shelter entry; and
- Length of time served by ESG program.

The city's definition of a successful outcome is:

Homeless Prevention

Client avoided homelessness and maintained permanently housed for at least six months from date of last assistance.

Rapid Re-housing

Client obtained permanent housing within 60 days from date of approval and maintained permanently housed for at least six months from date of last assistance.

To this end, the following performance standards have been established for the ESG program:

- Emergency shelter documents an average length of stay of less than 60 days;
- At least 60% of emergency shelter clients are successfully transitioned to permanent housing units;
- At least 60% of clients receiving street outreach services will access shelter or housing;
- At least 60% of rapid re-housing clients will obtain and maintain permanent housing;
- At least 60% of homeless prevention clients will maintain permanent housing;

- HMIS data quality reports will achieve an accuracy reporting rate of at least 90%;
 and
- Subrecipients expend 100% of ESG grant allocations and documents verifiable eligible matching sources.

The City's Office of Budget and Grants Management will contract with subrecipients, and will be responsible for the reporting, monitoring and compliance of all agencies and subrecipients using Emergency Solutions Grant funds, in accordance with HUD's regulations. Each contract will contain a detailed item plan that outlines the goals and objectives against which the subrecipient's performance will be measured. The subrecipient shall provide the Office of Budget and Grants Management with a quarterly report on the status of each activity as agreed to in the contract.

The City of Norfolk will be supporting 5 ESG programs and 8 organizations that are part of the Continuum of Care, with Emergency Solutions Grant funds in FY 2012-2013. Those organizations and a description of their output/outcomes are provided below:

Emergency Solutions Grant Performance Standards				
Activity	Provider	Output/ Outcome		
Street Outreach	■ Dept. of Human Services	 Number of Persons: Provided with case management services With more non-cash benefits at program exit Provided with emergency health and mental health services Provided with transportation 		
Emergency Shelter	 Ecumenical Family Shelter ForKids, Inc. St. Columba Ecumenical Ministries, Inc. The Salvation Army YWCA of South Hampton Roads 	Number of Persons: Exiting to temporary/ transitional housing destinations Exiting to permanent housing destinations Receiving case management services		
Homeless Prevention	 Dept. of Human Services The Planning Council, Inc. 	Number of Persons: Who maintained their permanent housing Exiting to permanent housing destinations With higher income at program exit With more non-cash benefits at program exit Receiving case management services		

	Emergency Solutions Grant Performance Standards				
Activity	Provider	Output/ Outcome			
Rapid Re-Housing	 Dept. of Human Services The Planning Council, Inc. 	 Number of Persons: Who maintained their permanent housing for 3 months Exiting to permanent housing destinations With higher income at program exit With more non-cash benefits at program exit Receiving case management services 			
HMIS	Department of Human Services	 Number of additional registered HMIS users. 			

The Office of Budget and Grants Management will be responsible for monitoring the performance of each subrecipient under the terms of the agreement. Each program will be reviewed for compliance or non-compliance with applicable Consolidated Plan regulations, executive orders, labor standards, Equal Employment Opportunity, Section 3, environmental and other 504 federal requirements. Monitoring will also be accomplished through annual on-site visits, analysis of quarterly reports, review of subcontracts, if applicable, as well as conduct financial monitoring, including monthly desk reviews of expenditures to ensure that costs charged against the Annual Plan are eligible.

6. Describe the jurisdiction's consultation with each Continuum of Care that serves the jurisdiction in determining: How to allocate ESG funds by activity type and geographic distribution; Developing the performance standards for and evaluation of outcomes of activities assisted by ESG funds; and Development of funding policies and procedures for the administration and operation of the HMIS.

The City of Norfolk's Office to End Homelessness regularly participates in monthly meetings hosted by the CoC and the Norfolk Homeless Consortium. The Office to End Homelessness serves as the City of Norfolk's liaison to these community groups. Preliminary discussions regarding the city's second ESG allocation began in October 2011 and these community groups were invited to participate in the webinars provided by HUD on the changes that were coming with the new ESG regulations. The city did inform CoC members of HUD's focus to use ESG funds to help persons/families rapidly secure and maintain permanent housing as the solution to ending homelessness and the need to fill the gap in the development of a central intake process for single adults, including a strategy to develop a street outreach team as a vehicle for this requirement. The city also informed members that the city would use its second ESG allocation to undertake eligible programs; however, a competitive process would not be undertaken since the city had already received applications for its FY 2013 Emergency Solutions Grant Program to be considered.

Upon HUD's publication of its Final Rule of the Definition of Homelessness and revised regulations of Title 24 Chapter 576: Emergency Solutions Grants Program, the city began developing administrative and programmatic standards governing the future use of Emergency Solutions Grants funding. On April 14, 2012, the city provided public notice of its proposed allocations and followed up with an email distribution of the plan

and a specific request for the CoC to provide feedback. The CoC was also provided presentations by the CoC coordinator on the importance of the new regulations, the need to develop a more tightly coordinated process, the ESG allocation changes, project performance standards, and maintaining CoC's integrity of complying with federal regulations and locally adopted HMIS standards. CoC members who did directly respond to the allocation plan were supportive. The Office to End Homelessness provided feedback that during the HPRP planning process, the CoC members had expressed concerns regarding the city's requirement for agencies to recover security deposits paid with ESG funds from landlords which is addressed in this ESG amendment. Also, during presentations by the CoC on HEARTH, there were concerns expressed about the city's performance standard establishing emergency shelters' average length of stay less than 21 days.

Members expressed that their experience in attempting to recover security deposits requires a significant amount of resources and energy that most of them cannot afford to endure. Also, the short-term nature of assisting ESG clients would pose difficulty in agencies knowing that there was a need to recover a security deposit if a client moved after ESG assistance/ services ended. The city is changing the instructions related to security deposits provided with ESG funds based on experience with the HPRP program. HPRP allowed the security deposit to be assigned to the tenant when provided to the landlord as payment for move-in. This instruction included the provision of an agreement with the landlord through a promissory note that ensured that this was assigned to the tenant. This was in response from providers and landlord that indicated that when the tenant knew that they were assigned the security deposit they were more likely to properly maintain their unit and more careful about terminating their lease appropriately. This also prevents the tenant from needing additional assistance in the future when they were ready to move to a new unit.

The CoC had given rise to concern that the city's performance standard for the average length of stay in the emergency shelter of 21 days was inconsistent with the city's performance standard of helping homeless persons obtain permanent housing within 60 days. The city has resolved this concern by amending its performance standard for the average length of stay in an emergency shelter to 60 days.

The CoC had previously adopted standards regarding participation in the City of Norfolk's Homeless Management Information System (HMIS) for Continuum of Care funded agencies and supported the inclusion of ESG funded agencies when approached in 2011. The lead agency for the city is The Planning Council who serves as the region's consultant and as the HMIS technical administrator. Participating agencies are required to sign a Certificate of Participation acknowledging their agreement to abide by the CoC's HMIS data and security standards and payment of user fees. This year will be used to fully align the city and CoC Standards for HMIS participation and allows for HMIS fees to be included in budgets for ESG-funded agencies.

Emergency Shelter Grants (ESG)

(States only) Describe the process for awarding grants to State recipients, and a description of how the allocation will be made available to units of local government.

This not a required component of the City of Norfolk's Annual Plan.

COMMUNITY DEVELOPMENT

Community Development

*Please also refer to the Community Development Table in the Needs.xls workbook.

- 1. Identify the jurisdiction's priority non-housing community development needs eligible for assistance by CDBG eligibility category specified in the Community Development Needs Table (formerly Table 2B), public facilities, public improvements, public services and economic development.
- 2. Identify specific long-term and short-term community development objectives (including economic development activities that create jobs), developed in accordance with the statutory goals described in section 24 CFR 91.1 and the primary objective of the CDBG program to provide decent housing and a suitable living environment and expand economic opportunities, principally for low- and moderate-income persons.

*Note: Each specific objective developed to address a priority need, must be identified by number and contain proposed accomplishments, the time period (i.e., one, two, three, or more years), and annual program year numeric goals the jurisdiction hopes to achieve in quantitative terms, or in other measurable terms as identified and defined by the jurisdiction.

Action Plan Community Development response:

In the city's FY 2012 – 2016 Consolidated Plan, six areas of the non-housing community development needs were identified. These need areas along with corresponding programs budgeted for FY 2013 are provided in the table below.

Non-Housing Community Development Needs			
Category	FY 2013 Programs		
Services for the Elderly	Senior Recreation Program		
	Elderly/Disabled Home Repair Program		
Disabled Individuals	Elderly/Disabled Home Repair Program		
People Living with HIV/AIDS (PLWHA)	CHAP Norfolk		
Programs for Youth	After School Tutoring		
	Educational Services		
	Youth Recreation		
	Kids of Incarcerated Parents Care Program		
	Park Place School		
Public Improvements	Installation of ADA Ramps		
Assistance to the Homeless	Day Center Assistant		
	Life Skills Coach		
	Hope Day Center		
	CoC Coordinator		
	ShelterLink Norfolk		
	Support Services at Gosnold Apts.		

One component of HUD's Outcome Performance Measurement System includes the identification of objective categories for eligible activities. The categories are as follows:

- Decent Affordable Housing (DH) This objective focuses on housing programs where the purpose of the program is to meet individual family or community needs and not programs where housing is an element of a larger effort, since such programs would be more appropriately reported under Suitable Living Environment.
- Suitable Living Environment (SL) This objective relates to activities that are designed to benefit communities, families, or individuals by addressing issues in their living environment.
- **Economic Opportunities (EO)** This objective applies to the types of activities related to economic development, commercial revitalization, or job creation.

In addition to the objective categories, there are outcome categories which are used to best reflect what is to be achieved by funding that project. The outcomes, as defined by HUD are as follows:

- Availability/Accessibility (1) This outcome category applies to activities that
 make services, infrastructure, public services, public facilities, housing, or shelter
 available or accessible to low-and moderate-income people, including persons
 with disabilities. In this category, accessibility does not refer only to physical
 barriers, but also to making the affordable basics of daily living available and
 accessible to low and moderate income people where they live.
- Affordability (2) This outcome category applies to activities that provide affordability in a variety of ways in the lives of low- and moderate-income people. It can include the creation or maintenance of affordable housing, basic infrastructure hook-ups, or services such as transportation or day care.
- Sustainability (3) This outcome applies to projects where the activity or activities are aimed at improving communities or neighborhoods, helping to make them livable or viable by providing benefit to persons of low- and moderate-income or by removing or eliminating slums or blighted areas, through multiple activities or services that sustain communities or neighborhoods.

The link between objective and outcomes categories discussed above is depicted in the table below:

HUD's Outcome Performance Measurement System Objective and Outcome Linkages							
	Outcome 1 Availability / Accessibility	Outcome 2 Affordability	Outcome 3 Sustainability				
Objective 1 Sustainable Living Environment	Accessibility for the purpose of creating Suitable Living Environments	Affordability for the purpose of creating suitable Living Environments	Sustainability for the purpose of creating Suitable Living Environment				
Objective 2 Decent Housing	Accessibility for the purpose of providing Decent Affordable Housing	Affordability for the purpose of providing Decent Affordable Housing	Sustainability for the purpose of providing Decent Affordable Housing				
Economic Opportunity	Accessibility for the purpose of creating Economic Opportunities	Affordability for the purpose of creating Economic Opportunities	Sustainability for the purpose of creating Economic Opportunities				

Reflective of the objective and outcome information provided above, the following table provides a summary of all of the non-housing community development needs projects to be funded in FY 2013.

FY 2013 Non-Housing Community Development Needs									
Organization	Project	Amount	Matrix Code	# to be assisted	Objective/ Outcome Category	BNO			
ADULT PROGRAMS									
Building Trades Academy	Pre-apprenticeship Job Training Program	23,468	05H	6	SL / 3	LMC			
International Black Women's Congress, Inc.	Neighbor to Neighbor Certified Nursing Assistant Program	32,565	05H	14	SL / 3	LMC			
Park Place Dental Clinic	Park Place Health & Dental Clinic	33,400	05M	1,565	SL / 1	LMC			
William A. Hunton YMCA	Senior Citizen's Recreational Program	26,720	05	125	SL / 3	LMC			
Total Amount	for Adult Programs	\$116,153							
	н	OMELESS PROGRA	AMS						
ForKids, Inc.	Permanent Supportive Housing Services	12,525	05	9	SL/1	LMC			
The Planning Council	Continuum of Care Coordinator/Norfolk Homeless Consortium	35,905	05	566	SL / 1	LMC			
The Planning Council	Shelterlink Norfolk	10,521	05	566	SL / 1	LMC			
The Salvation Army Tidewater Area Command	HOPE Center (19th Street Men's Day Shelter)	70,975	03T	800	SL / 1	LMC			
St. Columba Ecumenical Ministries	Day Center Homeless Assistant and Daycare Assistant	12,525	03T	850	SL / 1	LMC			
Barrett Haven, Inc.	Barrett Transitional Home	9,185	05	29	SL / 1	LMC			
Ecumenical Family Shelter	In-Home services Case Management	15,030	05	75	SL / 1	LMC			
Total Amount for Homeless Programs		\$166,666							
		SPECIAL NEEDS							
ACCESS	CHAP Norfolk	37,575	03T	26	SL / 1	LMC			
Foodbank of Southeastern Virginia	Eliminate Hunger in Norfolk	29,225	05	164,000	SL / 3	LMC			
St. Columba Ecumenical Ministries	Next Step Transitional Housing	20,875	05	24	SL / 1	LMC			
Total Amount for Special Needs Programs		\$87,675							

FY 2013 Non-Housing Community Development Needs						
Organization	Project	Amount	Matrix Code	# to be assisted	Objective/ Outcome Category	BNO
	YOUTH	PROGRAMS (AC	ADEMIC)			
Park Place School	Park Place School	13,115	05D	24	SL / 3	LMC
Oakmont CDC	After School Program	16,700	05D	25	SL / 3	LMC
Young Men's Christian Association of South Hampton Roads	YMCA on T.R.A.C.K.	37,575	05D	60	SL / 1	LMC
	YOUTH	PROGRAMS (ENR	ICHMENT)			
Second Chances	Kids of Incarcerated Parents (KIP) Care	36,740	05D	50	EO / 1	LMC
Child & Family Services of Eastern Virginia	Parents as Teachers	25,050	05	30	SL / 3	LMC
William A. Hunton YMCA	Youth & Senior Citizen Community Recreational Programs	26,720	05	125	SL / 3	LMC
Total Amount	for Youth Programs	\$155,900				
		PROJECT USE				
The STOP Organization (Southeastern Tidewater Opportunity Project, Inc.)	Elderly/Disabled Home Repair Program	143,376	14A	20	DH / 3	LMC
Ecumenical Family Shelter	Shelter Renovations	71,677	03C	50	SL / 3	LMC
Dept. of Public Works	ADA Ramps	143,670	03	71	SL / 1	LMA
Virginia Supportive Housing	Norfolk Regional Apartments Project	110,416	DEMO	42	DH / 1	LMC
Total C	Total City Projects Amount \$469,139					

Objective Categories: DH = Decent Housing; SL = Suitable Living Environment; EO = Economic Opportunity Outcome Categories: 1 = Availability/Accessibility; 2 = Affordability; 3 = Sustainability Broad National Objective (BNO): LMA = Low-Mod Area; LMC = Low-Mod Clientele

The following table identifies the city's specific community development objectives based on objectives identified in the FY 2012 – 2016 Consolidated Plan. Each objective has associated strategies that are identified as long- or short-term approaches to achieving the objective.

	FY 2013 Community Development Needs				
	Objective	Strategy	Objective/ Outcome Category	Term	
1.	Increase homeownership	Increase the production of affordable housing units	DH	Long- Term	
	opportunities for extremely low-, low-	Develop homeownership programs	SL	Long- Term	
	and moderate income individuals.	Implement a Comprehensive Housing policy to establish homeownership guidelines	SL	Short- Term	
		Encourage the development of diverse housing types	SL	Long- Term	
2.	Improve the quality of Norfolk's housing stock.	Continue programs focused on rehabilitation of existing structures.	DH	Short- Term	
		Complete the demolition or board-up of dilapidated houses presenting health and safety hazards.	SL	Short- Term	
3.	Facilitate infrastructure improvements in low-to moderate-income	Collaborate with the city's Public Works and Utilities Department to identify and prioritize improvements for CDBG targeted areas.	SL	Long- Term	
	neighborhoods on a case by case basis.	Continue the installation of ADA ramps in specified low- and moderate-income areas citywide.	SL	Short- Term	
4.	Support the city's 10- year plan to end homelessness.	Collaborate with Homeless service providers to increase the amount of permanent supportive housing opportunities for homeless individuals.	SL	Long - Term	
5.	Encourage the social and academic development of Norfolk	Sponsor programs that offer healthy educational activities that are recreationally-based, build self esteem, teach personal financial literacy, enable academic success, and enhance decision making skills.	SL	Short- Term	
	youth.	Collaborate with internal and external partner organizations focused on youth development to identify unique programs to offer to Norfolk youth.	SL	Short- Term	
		Coordinate with the Economic Development Department to develop new and innovative business incentives to recruit and enhance small business opportunities in the City of Norfolk.	EO	Long- Term	
6.	Increase economic opportunities for	Encourage low- to moderate-income individuals to access job training and skills development from the Norfolk Workforce Development Center.	EO	Short- Term	
	Norfolk residents.	No less than twice a year, conduct a joint meeting between Economic Development and the Norfolk Work Force Development to ensure that city agencies are planning and collaborating seamlessly to optimize services for low- to moderate-income persons in the areas of employment, job training, and assistance to small businesses.	EO	Short- Term	
7.	Increase range of housing options and	Collaborate with local and regional service providers to pinpoint exact needs and develop plans for meeting the needs of these populations.	SL	Short- Term	
	related services for persons with special needs: elderly, disabled and PLWHA.	Identify alternative funding sources to assist with the development of additional integrated, affordable, accessible housing for individuals with disabilities.	SL	Long- Term	

Antipoverty Strategy

1. Describe the actions that will take place during the next year to reduce the number of poverty level families.

Program Year 2 Action Plan Antipoverty Strategy response:

The city will work to reduce the number of poverty level families by allocating CDBG, HOME, ESG funds and local resources to projects that will provide services to foster self-sufficiency, providing affordable housing opportunities and transitional shelter. The goal is provide opportunities for Norfolk residents to realize a greater degree of economic stability and quality of life by making through the following programs:

Sufficiency Programs

<u>Family Self-Sufficiency Program</u> - This program operated by NRHA combines case management, workforce development, credit repair and homebuyer counseling with the provision of down payment and closing cost assistance from the establishment of personal escrow accounts that result from the reservation of increased rent payments resulting from resident income growth.

Norfolk Workforce Development Center (WDC) - The WDC offers Norfolk residents convenient access to an array of job skills training and public benefits programs as well as access to several City of Norfolk and non-Governmental partner agencies. Some of the services provided include:

- Virginia Initiative for Employment not Welfare (VIEW)
- Food Stamp Employment and Training Program (FSET)
- Volunteer Income Tax Assistance Site (VITA)

Neighbor-to-Neighbor Certified Nursing Assistant Program – This program is provided by the International Black Women's Congress (IBWC) and it will educate and train 14 unemployed/underemployed participants in a nursing care program and prepare them for the Virginia State Board Exam. Training will qualify participants to fill full-time positions in the health industry.

<u>Pre-Apprenticeship Job Training</u> - Building Trades Academy will provide occupational skills training to 6 Norfolk residents in building and facility maintenance trades. Training will consist of classroom instruction and hands on training projects that include improving accessibility for persons with disabilities, maintenance of basic infrastructure, and minor electrical and plumbing repairs. The agency is currently in partnership with the Norfolk Redevelopment and Housing Authority and all repair projects will be implemented for public housing residents. Participants will obtain marketable job skills leading to employment.

<u>Life Skills Coach Program</u> – Barrett Haven will provide supportive services to approximately 29 single and single pregnant women ranging from 18 to 61. Services will consist of family life skills, pregnancy education and parenting skills, relationship building, financial literacy, job search and educational resources.

<u>Permanent Supportive Housing Services</u> – ForKids will provide case management and after school tutoring to 9 families with disabilities who are living in permanent supportive housing to help them overcome the educational and emotional barriers to self-sufficiency created by the trauma of homelessness.

<u>In-Home Services/Case Management for Previously Homeless Families</u> – Ecumenical Family Shelter will provide financial management education to 35 formerly homeless households and/or 75 individuals that will address budget/dept management and family goals.

<u>Next Step Transitional Housing Program</u> – St. Columba Ecumenical Ministries will provide transitional housing to approximately 24 single adult homeless individuals for 2 years. Each client will receive case management to assist them in becoming independent by addressing substance abuse, recovery, education, employment, physical and mental health, budgeting and life skills.

Homeless Services

In FY 2013 the city will fund a number of programs dedicated to serving the needs of the homeless. Each of these agencies offers some level of supportive services to program participants. Services range from family counseling to job skill development, all of which are intended to promote self-sufficiency and prevent a return to poverty and homelessness. Programs to address homelessness that are planned for FY 2013 are identified in the table below.

FY 2013 F	FY 2013 Funded Homeless Programs				
Organization	Program	Amount			
St. Columba	Next Step Transitional Housing	12,525			
St. Columba	Homeless Advocate & Day Center	20,875			
Planning Council, Inc.	ShelterLink Norfolk	10,521			
Planning Council, Inc.	Continuum of Care	35,905			
ForKids, Inc.	Permanent Supportive Housing	12,525			
Barrett Haven	Life Skills Coach	9,185			
Ecumenical Family Shelter	In-Home Services	15,030			
The Salvation Army	Hope Day Center	70,975			
	Total	\$187,541			

The City of Norfolk has signed on to the 100,000 Homes for 100,000 homeless Americans campaign – of which this new initiative will help to target more attention and resources towards persons who are vulnerable and chronically homeless in Norfolk.

The homeless programs planned for FY 2013 are identified in the table below:

FY 2013 Programs For Ending Homelessness and Chronic Homelessness					
Organization	Program	CDBG	HOME	ESG	Amount
Barrett Haven Transitional Home	Life Skills Coach Program	√			9,185
City Department of Human Services-HART	Street Outreach Program			√	34,130
City Department of Human Services-HART	HMIS Program			√	1,350
City Department of Human Services-HART	Rapid Re-Housing (Tenant Based Rental & Housing Relocation & Stabilization			√	52,000
City Department of Human Services-HART	Homeless Prevention (Tenant Based Rental Assistance)			√	33,026
Ecumenical Family Shelter	The Dwelling Place			\checkmark	55,000
ForKids, Inc.	Haven House Emergency Shelter			√	55,000

FY 2013 Programs For Ending Homelessness and Chronic Homelessness					
Organization	Program	CDBG	HOME	ESG	Amount
St. Columba Ecumenical Ministries	Day Center Program			√	30,000
St. Columba Ecumenical Ministries	Homeless Advocate & Day Center Programs	√			12,525
St. Columba Ecumenical Ministries	Next Step Transitional Housing Program	√			20,875
The Planning Council, Inc.	Continuum of Care Program	√			35,905
The Planning Council, Inc.	ShelterLink Norfolk Program	√			10,521
The Salvation Army	Hope Day Center	√			70,975
The Salvation Army	Hope Emergency Shelter			√	34,000
Virginia Supportive Housing	Norfolk Regional Apts.		√		360,000
Virginia Supportive Housing	Norfolk Regional Apts.	√			110,416
YWCA of South Hampton Roads	Women In Crisis Program			√	37,000
			T	OTAL	\$961,908

Non-homeless Special Needs

Non-homeless Special Needs (91.220 (c) and (e))

*Please also refer to the Non-homeless Special Needs Table in the Needs.xls workbook.

- 1. Describe the priorities and specific objectives the jurisdiction hopes to achieve for the period covered by the Action Plan.
- 2. Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by this Action Plan.

Program Year 2 Action Plan Specific Objectives response:

The non-homeless special needs population includes elderly, frail elderly, persons with severe mental illness, victims of domestic violence, developmentally disabled, physically disabled, substance abusers, and persons with HIV/AIDS. These individuals often require a higher level of support because they are at an increased risk of becoming homeless. Fortunately, there are several organizations in Norfolk that work with these special groups. In FY 2013 the city is providing CDBG funding to several of these organizations as shown in the following table.

FY 2013 Non-Homeless Special Needs – CDBG Funding						
Organization	Project	Amount	Matrix Code	No. to be Assisted	Objective /Outcome Category	BNO
	Elderly	/ Disabled P	rograms			
William A. Hunton YMCA	Senior Citizen's Recreational Program	26,720	05	125	SL / 3	LMC
The STOP Organization (Southeastern Tidewater Opportunity Project, Inc.)	Elderly/ Disabled Home Repair Program	174,000	14A	20	DH / 3	LMC
Park Place Health & Dental Clinic*	Park Place Health & Dental Clinic	33,400	05	1,565	SL / 3	LMC
PLWHA Programs						
AIDS Care Center for Education and Support Services (ACCESS)	CHAP-Norfolk	37,575	03T	26	SL / 1	LMC
Total		\$271,695				

Park Place Health & Dental Clinic provides dental services to the extremely low- to moderateincome adults including the homeless and elderly population.

Objective Categories: DH=Decent Housing; SL=Suitable Living Environment; EO=Economic Opportunity Outcome Categories: 1 = Availability/ Accessibility; 2 = Affordability; 3 = Sustainability Broad National Objectives (BNO): LMA = Low-Mod Area; LMC = Low-Mod Clientele

As shown in the table above, the city will meet special needs priorities through programs and services that support the creation of decent housing and suitable living environments that are both available and accessible. Additionally, the city will also

provide assistance to the persons with special needs by improving accessibility in city sidewalks and home repair programs.

Housing Opportunities for People with AIDS

*Please also refer to the HOPWA Table in the Needs.xls workbook.

- 1. Provide a Brief description of the organization, the area of service, the name of the program contacts, and a broad overview of the range/ type of housing activities to be done during the next year.
- Report on the actions taken during the year that addressed the special needs of persons who are not homeless but require supportive housing, and assistance for persons who are homeless.
- 3. Evaluate the progress in meeting its specific objective of providing affordable housing, including a comparison of actual outputs and outcomes to proposed goals and progress made on the other planned actions indicated in the strategic and action plans. The evaluation can address any related program adjustments or future plans.
- 4. Report on annual HOPWA output goals for the number of households assisted during the year in: (1) short-term rent, mortgage and utility payments to avoid homelessness; (2) rental assistance programs; and (3) in housing facilities, such as community residences and SRO dwellings, where funds are used to develop and/or operate these facilities. Include any assessment of client outcomes for achieving housing stability, reduced risks of homelessness and improved access to care.
- 5. Report on the use of committed leveraging from other public and private resources that helped to address needs identified in the plan.
- 6. Provide an analysis of the extent to which HOPWA funds were distributed among different categories of housing needs consistent with the geographic distribution plans identified in its approved Consolidated Plan.
- 7. Describe any barriers (including non-regulatory) encountered, actions in response to barriers, and recommendations for program improvement.
- 8. Please describe the expected trends facing the community in meeting the needs of persons living with HIV/AIDS and provide additional information regarding the administration of services to people with HIV/AIDS.
- 9. Please note any evaluations, studies or other assessments that will be conducted on the local HOPWA program during the next year.

Program Year 2 Action Plan HOPWA response:

The City of Norfolk does not receive HOPWA funds.

Specific HOPWA Objectives

Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by the Action Plan.

Program Year 2 Specific HOPWA Objectives response:

The City of Norfolk does not receive HOPWA funds.

Other Narrative

Reprogramming of Prior Year Funds

The FY 2013 Annual Plan includes funds that are being reprogrammed from prior year activities. The vast majority, approximately ninety percent, of these old activities are completed, but not closed in HUD's Integrated Disbursement and Information System (IDIS). In several instances, balances remain that need to be returned to the city's line of credit with HUD in order to be reallocated to other projects.

CDBG - Reprogramming

In FY 2013 CDBG funding in the amount of \$2,524,154 is being reprogrammed in support of a citywide Development and Infrastructure Improvement project in the Fairmount Park area of Norfolk. The goal of the project is to carryout improvements such as demolition, site clearance, etc., in support of future residential and commercial development for approximately 6,085 residents in the Fairmount Park area. The table below provides a summary of the accounts that will be closed in support of the development and infrastructure project.

	CDBG accounts to be Reprogrammed	
Year	Project Name	Amount
FY 1998	Berkley III Conservation Project - Housing	21,400.72
	Demolition	12,239.50
	Park Place Conservation Project - L/M Area	43.97
	Real Estate Services	3,908.67
	Rehabilitation Services	110,173.93
	Relocation Assistance	111,301.93
	W. Ocean View Conservation	67,966.92
	FY 1998 Total	\$327,035.64
FY 1999	Acquisition	20,911.15
	Administration	364.99
	Code Enforcement Relocation	6,483.33
	Demolition	25,712.50
	Demolition Support	607.74
	Disposition Support Services	0.91
	Disposition, Lease And Retention	16,886.55
	Rehabilitation Assistance - Multi-Unit	32,924.00
	Rehabilitation Assistance - Single Unit	58,790.11
	Rehabilitation Services	0.91
	Relocation Assistance	79,149.08
	Relocation Services	99.99
	Site Improvement (Berkley)	50,966.86
	FY 1999 Total	\$292,898.12
FY 2000	Ballentine Street Improvements	7,441.00
	Berkley Planning Study	15,000.00
	Code Enforcement Relocation	422.00
	Commercial Improvements	19,160.00

	CDBG accounts to be Reprogrammed	
Year	Project Name	Amount
	Demolition	19,961.35
	Disposition, Lease And Retention	7,682.51
	Huntersville II Open Space	20,126.40
	Huntersville II Streets	1,304.79
	Lambert's Point Alley System	2,902.00
	Park Place Planning Study	855.93
	Real Estate Services	281.76
	Rehabilitation Assistance - Multi-Unit	22,094.00
	Rehabilitation Assistance - Single Unit	42,217.17
	Relocation Assistance	141,231.50
	FY 2000 Total	\$300,680.41
FY 2001	Acquisition	10,298.35
	Brambleton Park Site	194.45
	Code Enforcement Relocation	900.00
	Commercial Improvement Program	17,500.00
	Disposition, Lease And Retention	4,821.14
	Rehabilitation Assistance - Single Unit	255.00
	Relocation Assistance	124,147.36
5)/ 0000	FY 2001 Total	\$158,116.30
FY 2002	Acquisition	220,367.05
	Broad Creek Renaissance - Demolition	4,874.00
	Campostella Heights Open Space	175,740.30
	Disposition, Lease And Retention	8,348.22
	Fairmont Lafayette Blvd. (Improvements)	47,770.00
	Lambert'S Point Stormwater	14,824.50
	Park Place Improvements	1,205.81
	Rehabilitation Assistance - Single Unit	66,540.68
	Relocation Assistance	248,628.03
	FY 2002 Total	\$788,298.59
FY 2003	Acquisition	12,253.82
	Colonial Avenue Park	3,135.62
	Disposition, Lease And Retention	664.57
	Public Improvements	36,107.01
	Relocation Assistance FY 2003 Total	155,273.77
FY 2004	Acquisition	\$207,434.79 15,752.93
FY 2004	Administration	286.48
	Construction Support	1.18
	<u> </u>	
	Demolition Demolition Support	36,741.04
	<u> </u>	34.37 4.97
	Disposition Logs And Potentian	
	Disposition, Lease And Retention	18,799.60
	East Church Street Improvements	12,798.74
	Real Estate Services	1.95
	Rehabilitation Services	32.66
	Relocation Services	6.04

	CDBG accounts to be Reprogrammed	
Year	Project Name	Amount
	Site Improvement - Park Place East	100.21
	FY 2004 Total	\$84,560.17
FY 2005	Acquisition	8,069.71
	Demolition	15,092.26
	Disposition, Lease And Retention	10,966.10
	Site Improvement - Park Place East	42,238.01
	FY 2005 Total	\$76,366.08
FY 2006	Acquisition	18,456.62
	Demolition	5,700.00
	Disposition, Lease, Retention	1,062.15
	Relocation Assistance	18,823.50
	Site Improvement - Lambert's Pt/S. Basin	22,406.97
	Site Improvement - Park Place East	93.18
	FY 2006 Total	\$66,542.42
FY 2007	Acquisition	9,448.50
	Demolition	11,458.23
	Disposition, Lease, Retention	96,469.70
	Relocation Assistance	78,671.50
	FY 2007 Total	\$196,047.93
FY 2008	Acquisition	600.78
	Demolition	9,219.36
	Disposition/Lease/Retention	5,929.85
	Emergency Repair	2,171.75
	Relocation Assistance	9,252.24
	FY 2008 Total	\$27,173.98
	Total Amount of CDBG Re-Programming Funds	\$2,525,154.43

HOME – Reprogramming

Funds will also be reprogrammed under the HOME Program in FY 2013. The table below provides a summary of the accounts that will be closed. \$646,646 in funding will be targeted to the following HOME activities:

- <u>Homebuyer Assistance (\$323,323)</u> funding will be used to provide down payment and closing costs to approximately 9 income eligible, first-time homebuyers.
- Homeless Action Response Team HART (\$40,000) funding will be use to provide financial assistance to approximately 26 homeless households in the form of security deposits and rental assistance in an effort to stabilize permanent housing.
- Moving On Program (\$95,173) funding will be used to provide two-year subsidy units for persons graduating to permanent supportive housing for 12 households.
- TBRA Bridge Program (\$188,150) funding will be used to provide specific needs for 38 households that includes:
 - 1. Providing services for approximately 17 households (families and children) who can exit shelter and stabilize them up to 6 months of rental assistance as while as stabilize their household income or while waiting for assisted housing;
 - 2. Providing services for approximately 12 households (single adults) who can exit shelter and stabilize them up to 6 months of rental assistance while stabilizing their household income or while waiting for assisted housing; and
 - 3. Provide services for approximately 9 elderly/disabled households who are literally homeless and can access housing or permanent housing assistance within 12 months through another assistance program such as elderly housing or public housing.

HOME Accounts to be Reprogrammed			
Activity	IDIS Project ID	Activity Name	Amount
FY 1996	048	Homebuyer Assistance	3,017.00
	1	FY 1996 Total	\$3,017.00
FY 1997	047	Homebuyer Assistance	66,680.47
		FY 1997 Total	\$66,680.47
FY 1998	051	Homebuyer Assistance	204,849.68
		FY 1998 Total	\$204,849.68
FY 1999	075	Loans	483.86
	060, 083	Homebuyer Assistance	10,100.00
	032	Home Direct Other	387.65
		FY 1999 Total	\$10,971.51
FY 2000	010, 011	Homebuyer Assistance	4,087.13
	012	Home Direct Other	2,634.00

	HOME Accoun	ts to be Reprogrammed	
Activity	IDIS Project ID	Activity Name	Amount
		FY 2000 Total	\$6,721.13
FY 2001	031, 032	Homebuyer Assistance	37,209.76
	029	Home Direct Other	12,213.54
		FY 2001 Total	\$49,423.30
FY 2002	031, 032	Homebuyer Assistance	13,151.54
	029	Home Direct Other	40,193.65
		FY 2002 Total	\$53,345.19
FY 2003	031, 032	Homebuyer Assistance	10,982.13
	029	Rehabilitation	25,085.50
	042	City Administration	25,000.00
		FY 2003 Total	\$61,067.63
FY 2004	122	Homebuyer Assistance	5,743.40
	066	Rehabilitation	18,123.00
		FY 2004 Total	\$23,866.40
FY 2005	122	Homebuyer Assistance	3,441.00
	121	Rehabilitation	44,719.75
	<u> </u>	FY 2005 Total	\$48,160.75
FY 2006	122	Homebuyer Assistance	5,996.49
		FY 2006 Total	\$5,996.49
FY 2007	031	Homebuyer Assistance	254.32
	033	Administration	337.00
	038	Home Direct Other	17,740.19
	032	Norfolk Now Homeownership	7,869.00
	T	FY 2007 Total	\$26,200.51
FY 2008	031	Homebuyer Assistance	8,666.00
	033	Administration	8,339.83
	038	Home Direct Other	12,193.00
	032	Norfolk Now Homeownership	7,148.00
		FY 2008 Total	\$36,346.83
FY 2009	036	Residential Options/CSB	50,000.00
		FY 2009 Total	\$50,000.00
То	tal Amount of HON	IE Re-Programming Funds	\$646,646.89

City of Norfolk	
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FY 2013 Activities to be undertaken 91.220 (c)

Community Development Block Grant	
Recommended CDBG Public Service Activities	Amount
AIDS Care Center for Education & Support Services (ACCESS): CHAP Norfolk	37,575
Barrett Haven Transitional Home - Life Skills Coach Program	9,185
Building Trades Academy: Pre-Apprenticeship Job Training Program	23,468
Child & Family Services of Eastern Virginia (The Up Center): Parents as Teachers	25,050
Ecumenical Family Shelter: In Home Services Program	15,030
Foodbank of Southeastern Virginia: Lead the Effort to Eliminate Hunger in Norfolk	29,225
ForKids, Inc.: Permanent Supportive Housing Services Program	12,525
International Black Women's Congress: Certified Nursing Assistant Program	32,565
Norfolk Redevelopment & Housing Authority (NRHA): HomeNet Program	62,625
Oakmont Community Development Corporation: After School Program	16,700
Park Place Health and Dental Clinic: Park Place Health & Dental Clinic Program	33,400
Park Place School: Park Place School Program	13,115
Second Chances: KIP Care Program	36,740
St. Columba Ecumenical Ministries, Inc.: Homeless Advocate & Day Assistant	12,525
St. Columba Ecumenical Ministries, Inc.: Next Step Transitional Housing Program	20,875
The Planning Council: Continuum of Care / NHC Program	35,905
The Planning Council: ShelterLink Norfolk Program	10,521
The Salvation Army: Hope Day Center Program	70,975
Virginia Supportive Housing: Supportive Services at Gosnold Apts Program	20,782
William A. Hunton YMCA: Youth & Senior Citizen's Comm. Recreation Program	26,720
Young Men's Christian Association of South Hampton Roads (YMCA): YMCA on T.R.A.C.K. Program	37,575
Total CDBG Public Service Programs Activities	\$583,081

Community Development Block Grant											
Recommended CDBG Project Use Activities	Amount										
Administration - City of Norfolk	260,297										
Administration - Norfolk Redevelopment & Housing Authority (NRHA)	516,704										
City of Norfolk - Department of Public Works: ADA Ramps Project	143,670										
Ecumenical Family Shelter: The Dwelling Place (King House Hallway & Exterior Building Repairs)	15,994										
Ecumenical Family Shelter: The Dwelling Place (King House Kitchen Renovation)	55,683										
The STOP Organization: Elderly/Disabled Home Repair Program	143,376										
Virginia Supportive Housing – Norfolk Regional Apartments	110,416										
Total Recommended CDBG Project Use Activities	\$1,246,140										

Activities to be undertaken - FY 2013 (continued)

Community Development Block Grant – NRHA Projects	
Recommended NRHA Program Activities	Amount
NRHA: Park Place Site Improvements	174,000
NRHA: Rehabilitation Program	1,369,383
NRHA: Rehabilitation Emergency Services Grant Program	514,607
NRHA: Revolving Loan Fund (Rehabilitation Payments)	275,000
Total Recommended NRHA CDBG Activities	\$2,332,990

Home Investment Partnerships Program (HOME)	
Recommended HOME Program Activities	Amount
Norfolk Redevelopment & Housing Authority (NRHA): Administration	100,280
Beacon Light Community Housing Development Organization, Inc. CHDO	51,902
Habitat for Humanity of South Hampton Roads, Inc. (CHDO)	51,900
Plume Line Ministries, Inc. CHDO	51,900
Norfolk Redevelopment & Housing Authority: Homebuyer Assistance Program	423,837
Virginia Supportive Housing - Norfolk Regional Apartments	360,000
Total Recommended HOME Activities	\$1,039,819

Emergency Solutions Grant (ESG)	
Recommended ESG Program Activities	Amount
Administration – City of Norfolk	30,641
City of Norfolk - Department of Human Services: Homeless Action Response	34,130
Team (HART): Street Outreach Program	
City of Norfolk - Department of Human Services: Homeless Action Response	1,350
Team (HART: (HMIS) Program	
City of Norfolk - Department of Human Services: Homeless Action Response	52,000
Team (HART): Rapid Re-housing Program	
City of Norfolk - Department of Human Services: Homeless Action Response	33,026
Team (HART): Homeless Prevention Program	
Ecumenical Family Shelter: The Dwelling Place Program	55,000
ForKids, Inc.: Haven House Emergency Shelter Program	55,000
St. Columba Ecumenical Ministries, Inc.: Day Center Program	30,000
The Planning Council, Inc.: Homeless Prevention Program	46,403
The Salvation Army: Hope Emergency Shelter Program	34,000
YWCA of South Hampton Roads: Women In Crisis Emergency Shelter Program	37,000
Total Decommended ESC Activities	\$409 FEO

Reprogrammed Funds												
Recommended Reprogramming Activities	Amount											
City of Norfolk – Department of Public Works: Citywide Infrastructure and Development Initiatives (CDBG)	2,525,154											
Norfolk Redevelopment & Housing Authority: Homebuyer Assistance Program												
City of Norfolk - Department of Human Services: Homeless Action Response Team (HART) Program (HOME)	40,000											
Office to End Homelessness: Norfolk Ending Homelessness- TBRA Moving On	95,172											
Office to End Homelessness: Norfolk Ending Homelessness- TBRA Bridge	188,150											
Total Recommended Reprogramming Activities	\$3,171,799											
Total FY 2013 HUD Entitlement and Reprogrammed Funds	\$8,782,379											

FY 2013 Annual Plan A. Project Worksheets



Life. Celebrated Daily.

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Project Name: City-Public Service-International Black Women's Congress-Certified Nursing Proposed International Black Women's Congress-Certified Nursing Public Services VA511116 NORFOLK	Desc			-1.	i dono	JO: 110											
Funding will provide partial salary costs for a Project Director, a Program Coordinator and an Administrati Assistant. Location: Explanation: Explanation: Explanation: Explanation: Explanation: Explanation: Explanation: The Neighbor to Neighbor Certified Nursing program is designed to recruit disadvantaged, unemployed or underemployed female hea of household living in public housing & low income areas for training as Certified Nursing Assistants (CNAs). Outcome Categories Availability/Accessibility Affordability Outcome Categories Availability/Accessibility Affordability 1 Improve the services for low/mod income persons Improve the services for low/		p	ng will provide partitant.		IDIS Pro	iect #			Dia							9	
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Grantee Name: City of Norfolk

			CPMP	Version 2.0													
Project Name: City-Public						ice-Sa	my - Hope Day Center Program										
Description: IDIS Pro					oject #: TBD				UOG Code: VA511116 NORFOLK								
						the Salvation Army's Hope Day Canter; including, but not limited to, par											
salary costs for a Resident Manager, a Social Service Worker, a Driver and a Substance Abuse Counsel												selor	^ .				
		-	ppor	t progran	n sup	plies, k	ous passes,	clot	hing vo	ouch	ners and	voicemail	services	for			
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					Explanation: The Hope Day Center will provide services to homeless individuals such as a												
		Complet	ion [Date:	The Hope Day Center will provide services to homeless individuals such as a safe environment to access mainstream resources, comprehensive case												
6/30/2013 Objective Category						management, housing services, assistance securing and maintaining											
	-				affordable housing, and follow-up services.												
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								portive Housing_Case Mgmt & Stabilization										
Description: IDIS Pro								TBD	UOG Code: VA511116 NORFOLK									
					partial salary support for a Case Manager and a Regional Director which													
	provides a variety of homeless services for the residents of the Gosnold Apartment Single Room Occupancy (SRO) Program.																	
					I													
Location:					Priority Need Category													
CT: 27						Select one:				Homeless/HIV/AIDS								
						Explanation:												
Expected Completion Date:						Virginia Supportive Housing provides support with case management,												
6/30/2013						counseling and assist by linking medical, substance abuse, dental, skills												
Objective Category						training and community building for residents as needed for those residing at the Gosnold Apartment in an effort to maintain housing for chronically												
Decent Housing Suitable Living Environment									icit	iii aii	CITOI	t to ma	iiitaiii iiou	Sing for ci	11 01 11	cany	'	
_		omic Opport		ment	homeless individuals.													
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Grantee Name: City of Norfolk

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Grantee Name: City of Norfolk

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Grantee Name: City of Norfolk

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Grantee Name: City of Norfolk

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e e	Ē					osed	63				•		Proposed			
∓	ish	04 Househ	olds				03			04 H	ouseholds	▼				
မင	pl	EV2011) (D)	V2012)		erway	TDD						Underwa			
Project-level	Accomplishments	FY2013	3 (P	12012)	Com	plete	TBD						Complete	;		
_ ₽	ည္ပ ပ	Accompl. T	ype:	•	Prop	osed				Acco	mpl. Type:	▼	Proposed			
	Ψ				Unde	erway							Underwa	y		
					Com	plete							Complete	:		
	Prop	osed O	utc	ome		Perfor	mance N	/leas	sure			Actua	l Outcor	ne		
		shelter			Tot	al num	ber of cli	ents	serv	ed						
		& famil	ies													
03T (Operat	ing Costs of	Hom	eless/AIDS	Patient	s Program	ns 🔻	05 Pı	ublic Se	ervice	s (General)	570.201(e)				
Matri	x Code	ne .					▼	Matri	ix Code)C						
IVIALI I	X COUR	=5						IVIALIT	ix code	75						
Matri	x Code	es					▼	Matri	ix Code	es						
				Dronoss	J A		22 107 00					Duanasa	J A J		7.50	2.00
_	ESG			Proposed			32,187.00	1	ESG			Proposed			17,58	
ear				Actual A			0.00	4				Actual A				0.00
Ye	Fund	Source:	•	Proposed				4	Fund	Sour	ce:	Proposed				
			i	Actual A	moun	it		ļ				Actual A	mount			
Program	04 H	ouseholds	•	Proposed	d Unit	is	75		Accon	npl. T	ype: ▼	Proposed	d Units		N/A	
og				Actual U	nits		TBD	4				Actual U	nits			
Pro	Accor	mpl. Type:	•	Proposed	d Unit	is			Accon	npl. T	ype: 🔻	Proposed	d Units			
	Accompl. Type: Prope				nits							Actual U	nits			
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, 2	L30		Actual A			0.00		130		<u>-</u>	Actual A					
sal	Eund	Source:	Proposed					Eund	Sour	20:	Proposed					
Year	Fund Source: Prop								Fund	Sour(Le: <u> </u>	Actual A				
Ε			- 1					1								
Program	04 H	ouseholds	•	Proposed		is	63	-	Accon	npl. T	ype:	Proposed				
50			1	Actual U			TBD	-				Actual U				
P	Accor	mpl. Type:	_	Proposed		is		4	Accon	npl. T	ype:	Proposed				
				Actual U	nits							Actual U	nits			

Proj	ect N	lame:	ESC	G - St. C	olumba	Ecum	nenical N	/linis	tries -	She	elter Se	ervices a	nd Opera	ation	IS	
Desc	cripti	on:		IDIS Pro	ject #:		TBD		UOG C	ode	: VA5	511116 N	NORFOLK			
Fun	ding	will sup	port	operation	onal, ma	ainter	nance, r	ent,	utilitie	es, a	and ins	urance c	osts asso	ciat	ed w	vith
the	day	shelter.	St.	Columb	a provid	des es	ssential	serv	ices to	o the	e home	eless, pri	marily n	nen.		
					ı											
	tion:		ntor	2114				I -	Priorit	y Ne	ed Cate	egory				
		ba Day Ce Boulevard,		2114	0-1			1	Homeles	s/HIV	/AIDS				•	
_		A 23509	'		Sei	lect c	one:							L		
						*!a.a.										
					Explana		-!1		-1			I	£l	#1- !		
		l Completi	ion [Date:									food, clo			
6/30		e Category											stance. S provide:			
	-	nt Housing							_			aius and nile overd	•	s i ei	епа	15
		ole Living En	viron	ment	homele	_		ı sp	come s	SCI V	ices wi	ille over	conning			
		omic Opporti			Homeic	,33110.	33.		Spoo	oific (Objectiv	105				
		- C-t		J	Incr	onco th	o number e	of hom					nt housing			
_		e Categorio			1 111111	ease III	ie number d	I HOII	ieiess pe	150115	moving ii	nto permane	ent nousing		l	
I —		bility/Access	SIDIIILY	/	2 Imp	rove ed	conomic opp	ortun	ities for I	low-in	icome per	rsons				▼
		lability nability														▼
7	Sustai	nability			3										Ĺ	
	,	01 People		•	Propose		1,100		0	1 Peo	ple	▼	Proposed		N/	/A
l _	nts				Underw								Underwa			
\ Ve	ne	FY2012	2 (P	Y2011)	Complet	te	TBD			FY2	012 (P	Y2011)	Complete	:		
<u>-</u>	hr	01 People		•	Propose	ed	850		0	1 Peo	ple	▼	Proposed	ı		
š	silo				Underw	ay						,	Underwa	y		
Project-level	Accomplishments	FY2013	3 (P	Y2012)	Complet	te	TBD						Complete)		
P	CO	Accompl. T	ype:	~	Propose	ed	·		А	ccom	pl. Type:	▼	Proposed		-	
	Ac				Underw	ay						'	Underwa	у		
					Complet	te							Complete	•		
	Prop	oosed O	utc	ome	Pe	rforn	nance N	/leas	sure			Actua	l Outcor	ne		
Ass		omeless					eless clie			d						
	ess	sential se	ervi	ces	wi	th es	sential s	ervi	ces.							
03T (Operat	ing Costs of	Hom	eless/AIDS	Patients Pr	ograms	- ▼	05 Pı	ublic Serv	vices	(General)	570.201(e)				
		_				<u> </u>					, ,	. ,				
Matri	x Code	es					_	Matri	x Codes							
Matri	x Code	es					•	Matri	x Codes							
	F60			Propose	d Amt	,	24,285.00		500		_	Proposed	λmt		3,39	0.00
7	ESG			Actual A		-	0.00	1	ESG			Actual A				0.00
Year	Fund	Source:		Proposed			0.00		Fund So	ourco		Proposed				0.00
χ.	l	Jource.	Ÿ	Actual A					T unu 30	ource	. •	Actual A				
Program	01 Pe	oonlo	_	Propose	d Units		1,100	i	Accomp	al Tyr	20:	Proposed	Units		N/A	
gr		Соріс		Actual U			TBD	•	Accomp	Ji. I y	JC	Actual U				
٦٠٥	Acco	mpl. Type:	~	Propose					Accomp	ol. Tvr	oe:	Proposed				
					nits					. 51		Actual U	nits			
	ESG		Propose	d Amt.	3	30,000.00		ESG		~	Proposed	d Amt.				
r 2				Actual A			0.00	1				Actual A				
Year	Fund	Source:	•	Propose					Fund So	ource	: 🔻	Proposed	d Amt.			
		nd Source: Prop			mount							Actual A	mount			
an	01 Pe	eople	Propose	d Units		850		Accomp	ol. Tvr	oe:	Proposed	Units				
١g٢		le . e		Actual U			TBD					Actual U				
Program	Acco	mpl. Type:	_	Propose	d Units				Accomp	ol. Tyr	oe: 🔻	Proposed	d Units			
		. 51		Actual U	nits					<i></i>		Actual U	nits			

Proj	ect N	lame:	ESC	S:The Sa	Ivation A	Army	HOPE E	Emer	gency	She	elter: S	helter Se	ervices a	nd C	pera	atior
Desc				IDIS Pro			TBD		UOG C				NORFOLK			
Fun	ding	will pro	vide	partial	support (costs	for 4 p	rogra	am mo	nito	rs, and	d operat	ing facilit	у ех	(pen:	ses
	_	•		•				_				•	s individu	_	•	
			_	_		_										
Loca									Priority	y Ne	ed Cate	gory				
		ergency Sh	nelter	Program,					Homeless	:/HIV/	'AIDS					
		th Street, A 23519			Sele	ect o	ne:		1011101033	3/111V/	AIDS			L		
Norre	JIK, V	7 20017														
					Explanat	ion:										
Ехре	ected	l Complet	ion [Date:			_	-	_	_			rease the			r of
	/2013												en expose			
_		re Category nt Housing											ich impro			_
_		nt Housing ble Living En	viron	mont			SG sub	reci	pients	hav	e two	years to	expend	ESG	fund	sc
II		omic Opport		nent	awarde	a.)										
	LCOIIC	лис оррого	unity						_		Objectiv					
		e Categori			1 Incre	ease the	number o	of hom	eless per	rsons i	moving ir	nto permane	ent housing			
		bility/Access	sibility		2											
		lability			2											
~	Sustai	inability			3											
		01 People		_	Proposed	d	1,000		01	1 Peop	ole	•	Proposed		N/	Ά
	ıts	-			Underwa	ay						<u>'</u>	Underwa	у		
vel	Jei	FY2012	2 (P	Y2011)	Complete	е	TBD			FY20	012 (P	Y2011)	Complete	•		
<u>•</u>	hn	01 People		•	Proposed	d	1,500		01	1 Peop	ole	▼	Proposed	l		
Ċţ	lis	,			Underwa	ay						ļ	Underwa	у		
Project-level	Accomplishments	FY2013	3 (P	Y2012)	Complete	е	TBD						Complete	:		
Pro	00	Accompl. T	ype:	_	Proposed	d	·		Ac	ccomp	ol. Type:	•	Proposed			
	Ac		J 1		Underwa	ay					31	ļ	Underwa	у		
					Complete	е							Complete	;		
	Prop	oosed O	utc	ome	Per	form	ance N	/leas	sure			Actua	I Outcor	ne		
Prov	∕ide	5,000 be	edni	ghts	Total nu	umbei	r of hor	nele	SS							
ann	ually	/			clients s	serve	d									
03T (Operat	tina Costs of	f Hom	eless/AIDS	Patients Pro	arams	_	05 Pı	ublic Serv	/ices (General)	570.201(e)				$\overline{}$
						<u> </u>						. ,				
Matri	x Code	es						Matri	x Codes							
Matri	x Code	es					▼	Matri	x Codes							▼
	F60			Propose	d Amt		8,095.00		500			Proposed	dΛmt		17,399	0.00
7	ESG			Actual A		'	0.00	1	ESG			Actual A				0.00
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×	Turiu	Jource.	Ť	Actual A					Tuna 30	Jui cc.	Y	Actual A				
Program	01 Pe	oonlo		Propose	d Units	1	,000	i	Accomp	ıl Tyn	n: T	Proposed	d Units		N/A	
gr	0110	Соріс		Actual U			TBD		Лесопр	л. гур	·	Actual U				
٦r٥	Actual Accompl. Type: Propo				d Units				Accomp	ıl. Typ	e: 🔻	Proposed	d Units			
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2	ESG		~	Propose	d Amt.	34	4,000.00		ESG		_	Proposed	d Amt.			
	N				mount		0.00					Actual A	mount			
/ear	<u> </u>				d Amt.				Fund So	ource:	•	Proposed	d Amt.			
'n	► Actua				mount							Actual A	mount			
Program	01 Pe	eople	•	Propose	d Units	1	,500		Accomp	ol. Typ	e: 🔻	Proposed	Units			
ıgc				Actual U	nits	-	TBD					Actual U	nits			
Pr	Actu Accompl. Type: ▼ Prop				d Units				Accomp	ıl. Typ	e: 🔻	Proposed	d Units			
				Actual U	nits							Actual U	nits			

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		SG Program will p						ort f								
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			ion [)ate:					Priori	tv N	leed Cate	aorv				
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5215	Colle	ey Avenue,	,		9	Select o	one:	F	Priority	Need	Category				▼	
				Iter is	Expla	nation:										
				\			rovidas	a ro	sidan	tial	facility	for victin	ns/surviv	ore	of	
			ion L	Date:		•					•		rovide in			d
	/2013 piectiv												ent for p			
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		•	vironi	ment			ollaborat				•	•	ICHSIVE C	auce	111011	•
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		_			1,	Increase ra	ange of hou	sing of	otions &	k rela	ted service	s for person	s w/ special	needs		
			sibility		2	Increase th	ne number o	of hom	eless pe	erson	is moving in	nto permane	ent housing			
		•			2				•			•				
~	Sustai	G Program will proportional costs with the and families in critical completion Date: one plan. d Completion Date: one in Crisis, ey Avenue, /A 23508 (Business Emergency Shelter is ital Information d Completion Date: 3 ve Category on the Housing ble Living Environment omic Opportunity one Categories ability/Accessibility diability dinability on People FY2012 (PY2012 (PY2012 Accompl. Type: FY2013 (PY2012 Accompl. Type: FY2013 (PY2012 Accompl. Type: Proportion Date: Opportunity one Categories ability/Accessibility diability on People FY2012 (PY2012 Accompl. Type: Proportion Date: Opportunity one Categories ability/Accessibility diability on People FY2013 (PY2012 Accompl. Type: Proportion Date: Opportunity one Categories ability/Accessibility on Proportunity on Proport			3										Į	
		01 Paonla			Propo	osed	465		(01 Pe	onle		Proposed		N/	/A
	ts	o i i copic		<u> </u>	Unde					0110	юріс		Underwa			
<u>6</u>	en	FY2012	2 (P	Y2011)	Comp		TBD			FY:	2012 (P	Y2011)	Complete			
Project-level	Accomplishments				Propo		450						Proposed			
1 7	is	Accompi. I	ype:		Unde		430		,	ACCOR	mpl. Type:	V	Underwa			
<u> </u>	ldι	FY2011	3 (P'	Y2012)	Comp		TBD						Complete			
o.	OL					-	100					[_	
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	⋖				Comp	rway							Underwa			
	D									-		A - 1	Complete			
							nance N of Clients					Actua	l Outcor	ne		
VVO					IN		in crisis į									
						Wolflon	111 011313	oi ogi	am							
03T (Operat	ing Costs of	Hom	eless/AIDS	Patients	s Programs	· 🔻	05 Pı	ublic Sei	rvices	s (General)	570.201(e)				
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ar				Actual A			0.00	_				Actual A				0.00
Year	Fund	Source:	•					-	Fund S	Sourc	e: $lacktriangle$	Proposed				
Ε			i					ļ				Actual A				
Program	01 P€	eople	•	Proposed		s	465	4	Accom	pl. T	ype:	Proposed			N/A	
6o			ı	Actual U			TBD	_				Actual U				
P	Accor	mpl. Type:		Proposed		S		-	Accom	ıpl. T	ype: $lacktriangle$	Proposed				
				Actual U	nits							Actual U	nits		_	
7	ESG		_	Proposed			37,000.00	_	Fund S	Sourc	e: 🔻	Proposed				
ear				Actual A		_	0.00					Actual A				
Ye	Fund	Source:	~	Proposed				4	Fund S	Sourc	e: 🔻	Proposed				
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Program	01 Pe	eople	▼	Proposed	d Unit	s	450		Accom	pl. T	ype:	Proposed	d Amt.			
og			,	Actual U	nits		TBD					Actual A	mount			
Pr(Accor	mpl. Type:	Proposed	d Unit	s			Accom	pl. T	ype: ▼	Proposed	d Amt.				
				Actual U	nits							Actual A	mount			

Proj	ect N	lame:	ESC	G-The Pla	anning (Counc	:iI-Home	eless	Preve	ntion_	Tena	ant Base	d Rental	Ass	istan	1
Desc	cripti	on:		IDIS Pro	ject #:		TBD		UOG C	ode:	VA5	11116 N	IORFOLK			
													rental as			
													nonth exp	ense	es to	
prev	ent h	nomeless	ness	or eviction	on and w	ill not	exceed	three	month	ns of as	ssista	ince.				
	tion:								Priority	y Need	Cate	gory				
		ing Counci		meless					Homalass	S/HIV/AIC	15					
		n Program, in Hood Ro			Sel	ect c	ne:		1011101033	7/11/V/AIL	,5			L		
		A 23513	au													
	- ,				Explana	tion:										
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	/2013				financia	al ass	istance	for r	ent &	mortga	ages	as well	as suppo	ort s	ervic	ces
	-	e Category			to foste	er self	f-sufficie	ency								
II _		nt Housing														
_		ole Living En		ment												
\cup	Econo	mic Opport	unity						Spec	ific Obj	ectiv	res				
Ou	ıtcom	e Categori	es		1 Imp	rove the	e services f	or low	/mod inc	ome pers	sons					•
		bility/Access														
		lability	J		2											
		nability			3.											•
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	Ac				Underw	ay						· ·	Underwa	у		
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avo	iding	y homele	essne	ess	preven	ting h	nomeles	snes	S							
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Matri	x couc							Matri	x codes							
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				Actual A	mount							Actual A	mount			
(eş	Fund	Source:	•	Proposed	d Amt.			_	Fund So	ource:	•	Proposed	d Amt.			
Program Year				Actual A	mount							Actual A	mount			
ā	01 Pe	eople	•	Proposed	d Units				Accomp	I. Type:	•	Proposed	d Units			
g			-	Actual U	nits							Actual U	nits			
Pr	Accor	mpl. Type:	•	Proposed	d Units				Accomp	I. Type:	•	Proposed	Units			
			1.	Actual U	nits							Actual U	nits			
2	ESG		~	Proposed	d Amt.	1	10,000.00		Fund So	ource:	•	Proposed	Amt.			
				Actual A	mount		0.00					Actual A	mount			
'ea	Fund	Source:	•	Proposed	d Amt.				Fund So	ource:	•	Proposed	d Amt.			
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Program Year	01 Pe	eople	_	Proposed	Units		10		Accomp	I. Type:	•	Proposed	Units			
ogr		•		Actual U	nits		TBD			J.		Actual U	nits			
Prc	Accor	mpl. Type:	4	Proposed	d Units				Accomp	I. Type:	•	Proposed	Units			
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	cripti			IDIS Pro			+1:1::	TBD	ort o		Cod				NORFOLK			
				e direct as ntral call-			UIIIZI	ng supp	ort S	tan r	rom	rne i	Piani	ning Cou	ncil who re	eceiv	е	
		o a .g	u 00.	a. sa	00													
Loca	tion	:								Prio	rity N	leed	Cate	gory				
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		n Program in Hood Ro				Sele	ct o	ne:		Rental	Housi	ng				L		
		'A 23513	Jau															
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Ехре	ected	l Complet	ion [Date:											to person	s wh	10	
	/2013	3 re Category			wou	uld otl	herv	vise bed	come	e hor	mele	ss if	not	assiste	d.			
_		nt Housing																
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		e Categori			1	Improv	ve acc	ess to affo	ordabi	e renta	ai nous	sing						
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	Justa	Accompl. Type: FY2012 (PY201 04 Households FY2013 (PY201 Accompl. Type:			3				1						i			
	S	Accompl. 7	~		osed		50			Acco	mpl. T	ype:	~	Proposed		N/	/A	
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l %	me	FY2012 (PY2011 04 Households				nplete		TBD						Y2011)	Complete			
Ţ	ish	04 Households				oosed		30			Acco	mpl. T	ype:		Proposed			
ec	ipli	04 Households FY2013 (PY2012				erway plete	_	TBD	1						Underwa Complete			
Project-level	oπ	FY2013 (PY201. Accompl. Type:						100			_						-	
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Grantee Name: City of Norfolk

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Grantee Name: City of Norfolk

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Project Name: Reprogramming-HOME-Office to End Homelessness-TBRA Bridge Program Description: IDS Project #: TBB UDG Code: VAS11116 NORFOLK Funding is designed to provide case management services that will extend to the life of the assistance in order to assist families and single adults who can exit shelter and stabilize themu pt to 6 months of rental assistance waiting for assisted housing: provide sortives to elderly/disabled persons who are homeless and can access housing within 12 months through another assistance program. Convert	Droi	oct N	lamai		rogramr	mina	-HON	/F_(Office to	. End	l Hon	مامد	cenac	c	TRDA Rr	idae Dro	aran	`	
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HOME Proposed Amt. Actual Amount Fund Source: Proposed Amt. Actual Amount O1 People Proposed Units Accompl. Type: Proposed Units Actual Units HOME Proposed Units Actual Units Actual Units HOME Proposed Units Actual Units Actual Units Actual Units Fund Source: Proposed Units Actual Amount Fund Source: Proposed Amt. Actual Amount Actual Amount Fund Source: Proposed Amt. Actual Amount Fund Source: Proposed Units Actual Units Accompl. Type: Proposed Units Accompl. Type: Proposed Units Accompl. Type: Proposed Units Accompl. Type: Proposed Units Accompl. Type: Proposed Units Accompl. Type: Proposed Units Accompl. Type: Proposed Units	Matrix	x Code	es						~	Matr	ix Code	:S							—
HOME Proposed Amt. Actual Amount Fund Source: Proposed Amt. Actual Amount O1 People Proposed Units Accompl. Type: Proposed Units Actual Units HOME Proposed Units Actual Units Actual Units HOME Proposed Units Actual Units Actual Units Actual Units Fund Source: Proposed Units Actual Amount Fund Source: Proposed Amt. Actual Amount Actual Amount Fund Source: Proposed Amt. Actual Amount Fund Source: Proposed Units Actual Units Accompl. Type: Proposed Units Accompl. Type: Proposed Units Accompl. Type: Proposed Units Accompl. Type: Proposed Units Accompl. Type: Proposed Units Accompl. Type: Proposed Units Accompl. Type: Proposed Units	Matrix	x Code	56						_	Matr	ix Code	ıs							_
Actual Amount Fund Source: Proposed Amt. Actual Amount O1 People Proposed Units Accompl. Type: Proposed Units Actual Amount O2 Proposed Units Actual Amount O3 Proposed Units Actual Units Actual Units Actual Units Actual Amount O4 Households Actual Units Actual Units Actual Amount Actual Units Accompl. Type: Proposed Units Accompl. Type: Proposed Units Accompl. Type: Proposed Units					Droness	d A	. 1								Droness	d Amst			
Fund Source: Proposed Amt. Actual Amount		HUM	L .								Fund	Sourc	ce:		•				
Actual Amount O1 People O1 People O2 Proposed Units Actual Units Accompl. Type: Accompl. Type: Proposed Units Actual Units Actual Units Actual Units Actual Units Actual Units Actual Units Fund Source: Proposed Amt. Actual Amount O4 Households Accompl. Type: Proposed Units Accompl. Type: Proposed Units Actual Amount Fund Source: Proposed Amt. Actual Amount Fund Source: Proposed Amt. Actual Amount Actual Amount Accompl. Type: Proposed Units	ar	F d	C								From al	C							
O1 People Proposed Units Actual Amount O.00 Fund Source: Proposed Amt. Actual Amount Actual Units Actu	>	Funa	Source:							-	Fund	Sourc	ce:	- 1	-				
Actual Units HOME Proposed Amt. 188,150.00 Actual Amount Fund Source: Proposed Amt. Actual Amount	٤			i						╡	—			$\overline{}$					
Actual Units HOME Proposed Amt. 188,150.00 Actual Amount Fund Source: Proposed Amt. Actual Amount	gra	01 Pe	eople		•		เร				Accon	npl. T	уре:		•				
Actual Units HOME Proposed Amt. 188,150.00 Actual Amount Fund Source: Proposed Amt. Actual Amount Fund Source: Proposed Amt. Actual Amount Actual Units Ac	õ	Actua					t c			-	-								
HOME Proposed Amt. 188,150.00 Actual Amount 0.00 Fund Source: Proposed Amt. Actual Amount O4 Households Proposed Units 38 Actual Units TBD Accompl. Type: Proposed Units	۵						15				Accon	npi. i	ype:						
Actual Amount 0.00 Fund Source: Proposed Amt. Actual Amount 04 Households Proposed Units 38 Actual Units TBD Accompl. Type: Proposed Units		HOME Prop						19	22 150 00			6		_					
Fund Source: Proposed Amt. Actual Amount O4 Households Accompl. Type: Proposed Units	7	Actu						10			Fund	Sourc	ce:						
O4 Households Proposed Units Actual Units Accompl. Type: Proposed	ar	Fund Source: Prop							0.00	4		<u> </u>		_					
O4 Households Proposed Units Actual Units Accompl. Type: Proposed											Fund	Sourc	ie:						
									20	=	H		_						
	yra	04 H	ouseholds	~	•		ıs				Accon	npl. T	ype:		•				
	õ		. –	1					IRD		.								
	۵	ACCO	mpi. Type:		•		ıs				Accon	npl. T	ype:		•				

FY 2013 Annual Plan B. Housing Tables



CITIVI		version 1.3		Grantee:	City	of I	Norf	olk,	Virg	jinia	1														
		Housing Needs Table	Only cor	nplete blu	ie se	ctions	s. Do	NOT	type	in se	ection	s oth	ner th	nan b	lue.							eholds		# of	
	łou	using Needs - Comprehensive	Current	Current				3	-5 Y	ear (Quan	titie	<u>s</u>						Plan			:h a ibled	Dispropo rtionate	Househ	Total Low
-		ousing Affordability Strategy	% of	Number	Yea	ar 1	Yea	ar 2	Yea	ır 3	Year	4*	Yea	r 5*	Multi	-Year	- -	Priority Need?	<u>to</u>	Fund Source		nber	Racial/	olds in lead-	Income HIV/ AIDS
		CHAS) Data Housing Problems	House- holds	of House- holds	<u>a</u>	ıal	a	nal	a	vctual	a	ıal	a	vctual	a	Actual	% of Goal		Fund?		% HSHLD	#	Ethnic Need?	Hazard Housing	Population
	(Cr	HAS) Data Housing Problems	Holus	Holus	Goal	Actual	Goal	Actual	Goal	Act	Goal	Actual	Goal	Act	Goal	Acti					HSHLD	ПЭПЕР		Housing	<u> </u>
		NUMBER OF HOUSEHOLDS	100%	2,339																	100%				
	7	Any housing problems Cost Burden > 30%	57.2	1,338												0	####					0			
		Cost Burden > 30%	57.2	1,338												0	####								
		Cost Burden >50%	40.1	938												0	####								
	ted	NUMBER OF HOUSEHOLDS	100%	4,615																			N		
	Rela	NUMBER OF HOUSEHOLDS With Any Housing Problems Cost Burden > 30% Cost Burden > 50%	71.9	3,318												0	####								
	, E	Cost Burden > 30%	69.8	3,221												0	####								
	Sr	E Cost Burden >50%	58.4	2,695												0	####								
	Rer	NUMBER OF HOUSEHOLDS	100%	1,110																			N		
됴	Sela	NUMBER OF HOUSEHOLDS With Any Housing Problems	81.5	905												0	####								
≥	ge	g Cost Burden > 30%	66.2	735												0	####								
%	La.	รั Cost Burden >50%	50.0	555												0	####								
<=30% MF	hol	NUMBER OF HOUSEHOLDS With Any Housing Problems	100%	4,045																			N		
II V	r Sch	With Any Housing Problems	77.5	3,135	200		200		200		200		200		###	0	0%	Υ	Υ	C,H					
1 1	othe	Cost Burden > 30%	76.5	3,094												0	####								
Income	₹	₹ Cost Burden >50%	67.0	2,710												0	####								
8		NUMBER OF HOUSEHOLDS	100%	1,489																					
	<u>></u>	With Any Housing Problems Cost Burden > 30%	78.2	1,164												0	####								
p	FIG	Cost Burden > 30%	77.9	1,160												0	####								
Household		Cost Burden >50%	53.1	791												0	####								
se	Pe	NUMBER OF HOUSEHOLDS	100%	635																			N		
nc	Selat	NUMBER OF HOUSEHOLDS With Any Housing Problems Cost Burden > 30% Cost Burden > 50%	86.6	550	20		20		20		20		20		100	0	0%	Υ	Υ	C,H					
ĬĬ	<u></u>	Cost Burden > 30%	86.6	550												0	####								
	Sm	Cost Burden >50%	75.6	480												0	####								
	OW	NUMBER OF HOUSEHOLDS	100%	140																			N		
) Selat	NUMBER OF HOUSEHOLDS With Any Housing Problems	97.1	136	9		10		10		10		10		49	0	0%	Υ	Υ	C,H					
	e F	e Cost Burden > 30%	91.4	128												0	####								
	a	Cost Burden > 30% Cost Burden > 50%	77.9	109												0	####								
	hol	NUMBER OF HOUSEHOLDS With Any Housing Problems	100%	560																			N		
	rhs	With Any Housing Problems	72.3	405												0	####								
	the	Cost Burden > 30%	72.3	405												0	####								
	¥	€ Cost Burden >50%	57.1	320												0	####								

OI WII		SION 1.3		Grantee:	City	of l	Norf	olk,	Virg	jinia	1														
	<u> </u>	Housing Needs Table	Only cor	nplete blu	ie se	ction	s. Do							nan b	lue.							eholds		# of	
	lous	sing Needs - Comprehensive	Current	Current				3	3-5 Y	'ear	Quar	<u>ıtitie</u>	<u>S</u>						Plan			th a abled	<u>Dispropo</u> rtionate	Househ	Total Lov
_		using Affordability Strategy	% of	Number	Yea	ar 1	Yea	ar 2	Yea	ar 3	Yea	r 4*	Yea	r 5*	Multi	-Year	. –	Priority Need?	Plan to	Fund Source		nber	Racial/	olds in lead-	Income HIV/ AIDS
		AS) Data Housing Problems	House- holds	of House- holds	ioal	ral	a	ctual	a	ctual	a	ctual	a	ctual	<u>a</u>	vctual	% of Goal		Fund?		% HSHLD	#	Ethnic Need?	Hazard	Population
	СП	AS) Data Housing Problems	noius	noius	⁰ 9	Actual	Goal	Actı	Goal	Actu	Goal	Actı	Goal	Actı	Goal	Actu					HSHLD	HSHLD		Housing	
		NUMBER OF HOUSEHOLDS	100%	1,124																	100%		N		
	Elderly	With Any Housing Problems	66.6	749												0	####					0			
	Eld	Cost Burden > 30%	66.3	745												0	####								
		Cost Burden >50%	12.5	141												0	####								
	ted	NUMBER OF HOUSEHOLDS	100%	3,900																			N		
	er Small Related	With Any Housing Problems	73.1	2,851												0	####								
	. I II	Cost Burden > 30%	67.6	2,636												0	####								
MF	Sm	Cost Burden >50%	15.5	605												0	####								
VO.	ted Ker	NUMBER OF HOUSEHOLDS	100%	875																			N		
20%	Ke Large Related	With Any Housing Problems	84.0	735												0	####								
5	ge F	Cost Burden > 30%	57.7	505												0	####								
II V	Lar	Cost Burden >50%	12.6	110												0	####								
1 '1	hshol	NUMBER OF HOUSEHOLDS	100%	3,005																			N		
t	r hs	With Any Housing Problems	83.5	2,509	45		45		45		45		45		225	0	0%	Υ	Υ	C,H					
30	other	Cost Burden > 30%	81.2	2,440												0	####								
^	¥	Cost Burden >50%	18.3	550												0	####								
ď		NUMBER OF HOUSEHOLDS	100%	1,593																			N		
Ě	Elderly	With Any Housing Problems	50.1	798												0	####								
$\bar{\circ}$	Elde	Cost Burden > 30%	49.8	793												0	####								
Income		Cost Burden >50%	24.8	395												0	####								
	pe	NUMBER OF HOUSEHOLDS	100%	947																			N		
딍	Related	With Any Housing Problems	78.4	742	20		20		20		20		20		100	0	0%	Υ	Υ	C,H					
اچ	al F	Cost Burden > 30%	77.9	738												0	####								
SE	Small	Cost Burden >50%	46.4	439												0	####								
onsehold	e Q	NUMBER OF HOUSEHOLDS	100%	288																			N		
ゴ	Ow Related	With Any Housing Problems	89.6	258												0	####								
	ge F	Cost Burden > 30%	79.5	229												0	####								
	Large	Cost Burden >50%	32.6	94												0	####								
	hol	NUMBER OF HOUSEHOLDS	100%	519																			N		
	other hshol	With Any Housing Problems	85.5	444												0	####								
	the	Cost Burden > 30%	85.5	444												0	####								
	\ \ \ \	Cost Burden >50%	56.8	295												0	####								

CPIVIE	, A(ers	ion 1.3		Grantee:	City	of	Nort	olk.	Vir	ginia	1														
		Н	lousing Needs Table	Only cor	nplete blu	_							ns ot	her th	nan b	lue.						Hous	eholds		# of	
			ing Needs - Comprehensive	Current	Current				3	3-5\	'ear	Quar	ntitie	<u>S</u>			•			Plan			th a abled	<u>Dispropo</u> rtionate	Househ	Total Lov
				% of	Number	Yea	ar 1	Ye	ar 2	Ye	ar 3	Yea	r 4*	Yea	r 5*	Multi	i-Year	_	Priority Need?	to	Fund Source		mber	Racial/	olds in lead-	Income HIV/ AID
			sing Affordability Strategy	House-	of House-	IE	a	_	ā	_	a	<u>-</u>	ā	<u>-</u>	a	_	ā	% of Goal	11000.	Fund?	<u>554:55</u>	%	#	Ethnic Need?	Hazard	Populatio
	CI	HA	AS) Data Housing Problems	holds	holds	Goal	Actual	Goal	Actual	Goal	Actual	Goal	Actual	Goal	Actual	Goal	Actual	0.0				HSHLD	HSHLD		Housing	
	T		NUMBER OF HOUSEHOLDS	100%	944																	100%	,	N		
	-	ž.	With Any Housing Problems	32.7	309												0	####					0			
	1 3	Elderly	Cost Burden > 30%	32.7	309												0	####								
		_ [Cost Burden >50%	3.1	29												0	####								
	7.0	eq	NUMBER OF HOUSEHOLDS	100%	4,709																			N		
	1 2	Small Related	With Any Housing Problems	32.0	1,507												0	####								
lI	-	all F	Cost Burden > 30%	22.7	1,069												0	####								
MFI	<u>1</u>	Sm	Cost Burden >50%	0.8	38												0	####								
VO S	י ב	pe:	NUMBER OF HOUSEHOLDS	100%	1,073																			N		
80%	1	Related	With Any Housing Problems	45.9	493												0	####								
	1	Large F	Cost Burden > 30%	12.9	138												0	####								
II V	-	Lar	Cost Burden >50%	0.0	0												0	####								
	9	hol	NUMBER OF HOUSEHOLDS	100%	4,370																			N		
to	4	All other hshol	With Any Housing Problems	31.5	1,377												0	####								
50	4	othe	Cost Burden > 30%	27.7	1,210												0	####								
Λ	-	¥	Cost Burden >50%	2.3	101												0	####								
			NUMBER OF HOUSEHOLDS	100%	2,314																			N		
Ě	1	erly.	With Any Housing Problems	27.8	643												0	####								
8	1	Elderly	Cost Burden > 30%	27.8	643												0	####								
Income			Cost Burden >50%	11.0	255												0	####								
	3	pe	NUMBER OF HOUSEHOLDS	100%	2,404																			N		
ㅎ	1 2	Sela	With Any Housing Problems	60.1	1,445												0	####								
녃.	3	Small Related	Cost Burden > 30%	57.2	1,375												0	####								
ousehold	<u>,</u>	Sn	Cost Burden >50%	9.7	233												0	####								
0	3	ted	NUMBER OF HOUSEHOLDS	100%	740																			N		
エ	3	Related	With Any Housing Problems	63.5	470												0	####								
ı	1	Large	Cost Burden > 30%	43.9	325												0	####								
	_		Cost Burden >50%	4.1	30												0	####								
	4	hshol	NUMBER OF HOUSEHOLDS	100%	1,015																			N		
		er h	With Any Housing Problems	66.5	675												0	n n n n								
	1	other	Cost Burden > 30%	64.5	655												0	####								
	3	Ā	Cost Burden >50%	17.7	180												0	####								
	_	Ī	Total Any Housing Problem			294	0	295	0	295	0	295	C	295	0	###	0				Total D	isabled	0			
			Total 215 Renter														0		Tot. El	lderly	5,001		_	ad Hazard	0	
1		ļ	Total 215 Owner														0	l	Tot. Sm.	Related	24,492			Renters		136
			Total 215			0	0	0	0	C	0	0	0	0	0	0	0		Tot. Lg.	Related	5,954		Total	Owners	18,	795

City of Norfolk, Virginia **Housing Market Analysis** Complete cells in blue. Vacancy 0 & 1 Substandard Rate Housing Stock Inventory Bedroom 2 Bedrooms 3+ Bedroom Total Units **Affordability Mismatch** Occupied Units: Renter 15,935 20,500 10,485 46,920 Occupied Units: Owner 1,044 8,289 29,935 39,268 Vacant Units: For Rent 8% 1,230 1,830 615 3,675 Vacant Units: For Sale 4% 500 935 1,529 94 **Total Units Occupied & Vacant** 18,303 31,119 41,970 91,392 0 Rents: Applicable FMRs (in \$s) 735 844 1,164 Rent Affordable at 30% of 50% of MFI (in \$s) **Public Housing Units** Occupied Units 834 1,315 1,152 3,301 Vacant Units 12 15 27 54 1,179 1,330 3,355 **Total Units Occupied & Vacant** 846 0 Rehabilitation Needs (in \$s) 0

CPMP Version 1.3 **Continuum of Care Homeless Population and Subpopulations** Chart Sheltered City of Norfolk, Virginia Un-sheltered Total Data Quality Part 1: Homeless Population Emergency Transitional 286 Homeless Individuals 64 52 402 • (N) enumerations Homeless Families with Children 26 16 44 2a. Persons in Homeless with Children Families 78 49 134 364 113 59 536 Total (lines 1 + 2a) Part 2: Homeless Subpopulations Sheltered Un-sheltered Total Data Quality Chronically Homeless 59 66 • (N) enumerations Severely Mentally III 67 0 67 72 Chronic Substance Abuse 72 69 69 0 Veterans Persons with HIV/AIDS 10 10 O 48 Victims of Domestic Violence 48 0 89 7. Youth (Under 18 years of age) 89 5-Year Quantities Total Year 2 Year 3 Year 4 Year 5 Currently Available Year 1 Needs Part 3: Homeless Needs of Goal Complete Complete Complete Complete Complete Actual Table: Individuals Goal Goal Goal Goal C, H **Emergency Shelters** 175 175 0 0 0 0 #### 0 75 6 0 0 0 12 M E, C Transitional Housing 69 0 0% Permanent Supportive Housing 400 232 168 40 0 0% Н Υ C, H 12 40 36 168 0 650 0 43 40 39 40 174 Total 476 174 12 0 0% Chronically Homeless

								5-\	ear Q	uantit	ties					Total			2	
		S	<u>></u> e		Yea	ır 1	Yea	ar 2	Yea	ar 3	Yea	ır 4	Yea	ır 5		TOTAL		4	>	1 1 2
Pa	rt 4: Homeless Needs Table: Families	speeN	Currently Available	Gap	Goal	Complete	Goal	Complete	Goal	Complete	Goal	Complete	Goal	Complete	Goal	Actual	% of Goal	Priority H, M,	Plan to Fund?	Fund Source: CDBG, HOME HOPWA, ESG Other
	Emergency Shelters	139	139	0	0	0	0	0	0	0	0	0	0	0	0	0	####	Ш	Υ	C, E
S	Transitional Housing	125	97	28	0	0	10	0	10	0	8	0	0	0	28	0	0%	М	Υ	E, C
m	Permanent Supportive Housing	210	132	78	8	0	15	0	15	0	15	0	25	0	78	0	0%	Н	Υ	C, H
	Total	474	368	106	8	0	25	25	0	0	23	0	25	0	81	25	31%			

Completing Part 1: Homeless Population. This must be completed using statistically reliable, unduplicated counts or estimates of homeless persons in sheltered and unsheltered locations at a one-day point in time. The counts must be from: (A) administrative records, (N) enumerations, (S) statistically reliable samples, or (E) estimates. The quality of the data presented in each box must be identified as: (A), (N), (S) or (E).

Completing Part 2: Homeless Subpopulations. This must be completed using statistically reliable, unduplicated counts or estimates of homeless persons in sheltered and unsheltered locations at a one-day point in time. The numbers must be from: (A) administrative records, (N) enumerations, (S) statistically reliable samples, or (E) estimates. The quality of the data presented in each box must be identified as: (A), (N), (S) or (E).

Sheltered Homeless. Count adults, children and youth residing in shelters for the homeless. "Shelters" include all emergency shelters and transitional shelters for the homeless, including domestic violence shelters, residential programs for runaway/homeless youth, and any hotel/motel/apartment voucher arrangements paid by a public/private agency because the person or family is homeless. Do not count: (1) persons who are living doubled up in conventional housing; (2) formerly homeless persons who are residing in Section 8 SRO, Shelter Plus Care, SHP permanent housing or other permanent housing units; (3) children or youth, who because of their own or a parent's homelessness or abandonment, now reside temporarily and for a short anticipated duration in hospitals, residential treatment facilities, emergency foster care, detention facilities and the like; and (4) adults living in mental health facilities, chemical dependency facilities, or criminal justice facilities.

Unsheltered Homeless. Count adults, children and youth sleeping in places not meant for human habitation. Places not meant for human habitation include streets, parks, alleys, parking ramps, parts of the highway system, transportation depots and other parts of transportation systems (e.g. subway tunnels, railroad car), all-night commercial establishments (e.g. movie theaters, laundromats, restaurants), abandoned buildings, building roofs or stairwells, chicken coops and other farm outbuildings, caves, campgrounds, vehicles, and other similar places.

	antee Name: City of Norfoll	k, Virg	jinia																	l
	-							3-5	Year (Quanti	ties					Total		M, L	z), H
		S	tly ole		Yea	r 1	Yea	ır 2	Yea	ar 3	Yea	r 4*	Year	5*		Total		Ŧ,	7	CDBG,
	Non-Homeless Special leeds Including HOPWA	spəəN	Currently Available	GAP	Goal	Complete	Goal	Complete	Goal	Complete	Goal	Complete	Goal	Complete	Goal	Actual	% of Goal	Priority Need:	Plan to Fund	Fund Source: (
	52. Elderly	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	####			l
l _	53. Frail Elderly	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	####			
Needed	54. Persons w/ Severe Mental Illness	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	####			ı
lee	55. Developmentally Disabled	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	####			
	56. Physically Disabled	124	0	124	5	0	5	0	5	0	5	0	5	0	25	0	0%	Н	Υ	С
Housing	57. Alcohol/Other Drug Addicted	100	14	86	12	0	12	0	12	0	12	0	12	0	60	0	0%	Н	Υ	С
오	58. Persons w/ HIV/AIDS & their famili	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	####			
	59. Public Housing Residents	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	####			
	Total	224	14	210	17	0	17	0	17	0	17	0	17	0	85	0	0%			
р	60. Elderly	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	####			
eded	61. Frail Elderly	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	####			
s Nec	62. Persons w/ Severe Mental Illness	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	####			
ervices	63. Developmentally Disabled	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	####			
Serv	64. Physically Disabled	1,000	125	875	25	0	25	0	25	0	25	0	25	0	125	0	0%	Н	Υ	С
Ve (65. Alcohol/Other Drug Addicted	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	####			
ortiv	66. Persons w/ HIV/AIDS & their famili	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	####			
Suppor	67. Public Housing Residents	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	####			
S	Total	1,000	125	875	25	0	25	0	25	0	25	0	25	0	125	0	0%			

City of Norfolk, Virginia

Only complete blue sections.

	or wortork, virginia							only cor	•												
ł									5-\	Year Q	uantiti	es						8		<u>1</u>	, e
Ho	using and Community Development				Yea	ar 1	Yea	ar 2	Yea	r 3	Yea	ır 4	Yea	ar 5	Cumu	ılative	Goal	Priority Need: H, M, L	9	Plan to Fund? Y/N	Source
1	Activities	S	ent			al		al		al		al		al		al		≥ -	rs t ess	9	S
1	Activities	Needs	Current	Gap	Goal	Actual	Goal	Actual	Goal	Actual	Goal	Actual	Goal	Actual	Goal	Actual	o of	jo ⊠	Dollars to Address	티오	Fund
04.4	- 1:11'(D1 D1 - 570 004(-)					Ă	Ō	Ă	ق	Ğ	Ō	Ă	ق	Ă			%		ΔĄ		
	quisition of Real Property 570.201(a) sposition 570.201(b)	18 0	8												0			M		N	С
02 DIS		3,600	75				75		75		75		75		387	0		M	####	Υ	С
S	03 Public Facilities and Improvements (General) 570.201(c)	3,600	75				/5		/5		/5		75		387	0	0,0	IVI	####	Y	C
ιŧ	03A Senior Centers 570.201(c)	0													0	·					
<u> </u>	03B Handicapped Centers 570.201(c)	90	0				10		10		10		0		90	0		Н		N	С
Ę	03C Homeless Facilities (not operating costs) 570.201(c)	90	0				10		10		10		U		90				####	IN	C
	03D Youth Centers 570.201(c) 03E Neighborhood Facilities 570.201(c)	0													0						-
Ó		0													0	0					-
ᅙ	03F Parks, Recreational Facilities 570.201(c)	0													0	Ū	" " "				-
ıΕ	03G Parking Facilities 570.201©	0																			
=	03H Solid Waste Disposal Improvements 570.201(c)	0													0						
_	031 Flood Drain Improvements 570.201(c)	5	0				2		1		1		1		5		., ., ., .,	Н	10M	Υ	С
	03J Water/Sewer Improvements 570.201(c)	0					2		- 4						0			П	TUIVI	Y	
Facilities	03K Street Improvements 570.201(c)	0													0						
I.≝	03L Sidewalks 570.201(c)	0													0	0					
I ≡	03M Child Care Centers 570.201(c) 03N Tree Planting 570.201(c)	0													0	Ū					
ည္က	03N Tree Planting 570.201(c) 03O Fire Stations/Equipment 570.201(c)	0													0	_					
ĽĽ		0	0												0	0					
<u>.</u> 2	03P Health Facilities 570.201(c)	0	0												0	0					
_	03Q Abused and Neglected Children Facilities 570.201(c)	0	0												0	Ū					
] 3	03R Asbestos Removal 570.201(c)	0													0	0					
_	03S Facilities for AIDS Patients (not operating costs) 570.201(c) 03T Operating Costs of Homeless/AIDS Patients Programs	5.000					1.500		1,500		1,500		1,500		6.150	0		Н	####	Υ	С
	earance and Demolition 570.201(d)	5,000					1,500		1,500		1,500		1,500		6,150	0			####	ĭ	C
	lean-up of Contaminated Sites 570.201(d)	0		_											0	Ū					
04A C		0	0						-						0	0	" " "				
ł	05 Public Services (General) 570.201(e) 05A Senior Services 570.201(e)	####	_	####			75		75		75		75		375	0					
ł	05A Senior Services 570.201(e) 05B Handicapped Services 570.201(e)	#### 0	0				/5		75		/5		75		3/5	_					
1	05C Legal Services 570.201(E)	0	0												0	0					
ł	05C Legal Services 570.201(E) 05D Youth Services 570.201(e)	1000	250				250		250		250		250		1250	0	11 11 11 11	Н	####	Y	С
1	05E Transportation Services 570.201(e)	0					250		230		230		230		0	Ŭ			####		C
۱	05E Transportation Services 570.201(e) 05F Substance Abuse Services 570.201(e)	0	0												0	0					
es	05G Battered and Abused Spouses 570.201(e)	0	0	_											0	0	., ., ., .,				
<u>ت</u> .	056 Battered and Abused Spouses 570.201(e) 05H Employment Training 570.201(e)	480	87				65		65		65		65		347	0		Н	####	Υ	С
≥	05I Crime Awareness 570.201(e)	0					03		03		03		03		0	0			####		<u> </u>
·	05J Fair Housing Activities (if CDBG, then subject to 570.201(e)	0													0	_					
	05/ Tenant/Landlord Counseling 570.201(e)	0													0						
	05k Teriani/Landiol d Courseining 570.201(e) 05L Child Care Services 570.201(e)	0	0												0	_	####				
믘	05M Health Services 570.201(e)	1,200	970				650		650		650		650		3570	0		Н	####	Υ	С
ď	05N Abused and Neglected Children 570.201(e)	1,200	970				030		030		030		030		0	0		- ''	####	- '	
i	050 Mental Health Services 570.201(e)	0													0	_					
l	050 Mental Health Services 570.201(e) 05P Screening for Lead-Based Paint/Lead Hazards Poison 570.201(0													0						
l	05Q Subsistence Payments 570.204	0													0						
ł	05R Homeownership Assistance (not direct) 570.204	0													0						
ł	05S Rental Housing Subsidies (if HOME, not part of 5% 570.204	0	_	_											0	_	" " "				
l	05T Security Deposits (if HOME, not part of 5% Admin c	0													0	_					
	terim Assistance 570.201(f)	0													0		., ., ., .,				
	ban Renewal Completion 570.201(h)	0													0						
<u> </u>	location 570.201(i)	0	0												0						\vdash

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CIT	y of Norfolk, Virginia						C	Only col	mplete	blue s	ections										
									5-	Year Q	uantiti	es								5	(D)
Но	using and Community Development				Yea	ar 1	Yea	ar 2	Yea	ır 3	Yea	ır 4	Yea	ar 5	Cumi	lative	Goal	Priority Need: H, M, L	0	Plan to Fund? Y/N	Source
		<u>s</u>	ent			1									Garrie			2 -1	's t	0 6	Sol
	Activities	Needs	Current	Gap	Goal	Actual	Goal	Actual	Goal	Actual	Goal	Actual	Goal	Actual	Goal	Actual	of	<u>i</u> ∑	Dollars to Address	등 ZI	Fund
						AC	ĕ	Ac	Ö	A	ŏ	AC	Ö	AC			%	취표	ΔÃ	圖別	F
	ss of Rental Income 570.201(j)	0													0	0					
	moval of Architectural Barriers 570.201(k)	0													0	0					
	ivately Owned Utilities 570.201(I)	0													0	0	" " " "				
	Instruction of Housing 570.201(m)	0													0	0					
13 Di	rect Homeownership Assistance 570.201(n)	345	45				75		75		75		75		345	0		Н	1,500,000	Υ	С
	14A Rehab; Single-Unit Residential 570.202	500					123		123		123		123		615	0		Н	####	Υ	C,H
	14B Rehab; Multi-Unit Residential 570.202	0													0		####				
	14C Public Housing Modernization 570.202	0													0	0					
	14D Rehab; Other Publicly-Owned Residential Buildings 570.202	0													0	0					
	14E Rehab; Publicly or Privately-Owned Commercial/Indu 570.202	0													0	0					
	14F Energy Efficiency Improvements 570.202	0													0	0					
	14G Acquisition - for Rehabilitation 570.202	0													0	0					
	14H Rehabilitation Administration 570.202	0													0	0					
L	14I Lead-Based/Lead Hazard Test/Abate 570.202	500					50		50		50		50		250	0		M	####	N	С
	de Enforcement 570.202(c)	500					70		70		70		70		350	0		M	####	Υ	С
	Residential Historic Preservation 570.202(d)	0													0	0					
16B I	Ion-Residential Historic Preservation 570.202(d)	0													0	0					
	17A CI Land Acquisition/Disposition 570.203(a)	0	_												0	0					
	17B CI Infrastructure Development 570.203(a)	200					32		32		32		32		160	0		М		N	
	17C CI Building Acquisition, Construction, Rehabilitat 570.203(a)	0													0	0					
	17D Other Commercial/Industrial Improvements 570.203(a)	0													0	0					
	18A ED Direct Financial Assistance to For-Profits 570.203(b)	0													0	0					
	18B ED Technical Assistance 570.203(b)	0													0	0					
	18C Micro-Enterprise Assistance	0													0		####				
	19A HOME Admin/Planning Costs of PJ (not part of 5% Ad	0													0	0					
	19B HOME CHDO Operating Costs (not part of 5% Admin ca	0													0	0	" " " "				
	19C CDBG Non-profit Organization Capacity Building	0													0	0					
	19D CDBG Assistance to Institutes of Higher Education	0													0	0					
	19E CDBG Operation and Repair of Foreclosed Property	0													0	0					
	19F Planned Repayment of Section 108 Loan Principal	0													0		####				
	19G Unplanned Repayment of Section 108 Loan Principal	0													0	0	####				
	19H State CDBG Technical Assistance to Grantees	0													0	0					
20 PI	anning 570.205	0													0	0	" " " "				
	21A General Program Administration 570.206	0													0	0					
	21B Indirect Costs 570.206	0													0	0	####				
	21D Fair Housing Activities (subject to 20% Admin cap) 570.206	2					2		2		2		2		10	0		L		N	
	21E Submissions or Applications for Federal Programs 570.206	0													0	0					
	21F HOME Rental Subsidy Payments (subject to 5% cap)	0													0		####				
	21G HOME Security Deposits (subject to 5% cap)	0	0	0											0	0	####				
	21H HOME Admin/Planning Costs of PJ (subject to 5% cap	0													0	0					
	21I HOME CHDO Operating Expenses (subject to 5% cap)	0													0	0					
22 Uı	programmed Funds	0													0		####				
	31J Facility based housing – development	0													0	0					
	31K Facility based housing - operations	0													0	0					
⋖	31G Short term rent mortgage utility payments	0													0	0	" " " "				
норма	31F Tenant based rental assistance	0													0	0					
٥	31E Supportive service	0													0	0					
오	31I Housing information services	0													0	0					
T	31H Resource identification	0		0											0	0	####				
	31B Administration - grantee	0	0	0											0	0	####				
	31D Administration - project sponsor	0	0	0											0	0	####				

City of Norfolk, Virginia

Only complete blue sections.

	y or Horrone, virginia							Tily COL				-									
									5-`	Year Qu	uantiti	es						힗		d?	Ol
Ho	using and Community Development		+		Yea	ar 1	Yea	ır 2	Yea	r 3	Yea	ır 4	Yea	r 5	Cumu	ılative	oal	Need	o t	E	
	Activities	Needs	Current	Gap	Goal	Actual	Goal	Actual	Goal	Actual	Goal	Actual	Goal	Actual	Goal	Actual	% of G	Priority H, M, L	Dollars t Address	Plan to F Y/N	Fund So
	Acquisition of existing rental units	0	0	0											0	0	####				
	Production of new rental units	0	0	0											0	0	####				
G	Rehabilitation of existing rental units	0	0	0											0	0	####				
DB(Rental assistance	0	0	0											0	0	####				
ΙÖ	Acquisition of existing owner units	0	0	0											0	0	####				
ပ	Production of new owner units	0	0	0											0	0	####				
	Rehabilitation of existing owner units	1000	90	910	90		90		90		90		90		450	0	0%	Н	6M	Υ	C,H
	Homeownership assistance	0	0	0											0	0	####				
	Acquisition of existing rental units	0	0	0											0	0	####				
	Production of new rental units	60	0	60	60		0		0		0		0		60	0	0%	Н	####	Υ	Н
ш	Rehabilitation of existing rental units	0	0	0											0	0	####				
HOME	Rental assistance	1000	75	925	75		75		75		75		75		375	0	0%	Н	####	Υ	C,H
1 오	Acquisition of existing owner units	0	0	0											0	0	####				
1 -	Production of new owner units	0	0	0											0	0	####				
1	Rehabilitation of existing owner units	0	0	0											0	0	####				
	Homeownership assistance	70	0	70	15		15		15		15		15		75	0	0%				
	Totals	45,570	3,175	42,395	2,241	0	3,159	0	3,158	0	3,158	0	3,148	0	14,864	0	#DIV/0!				1

Jurisdiction			vers											С	Only co	mplete	blue :	section	ıs.																										_
							Year 1					,	ear 2			Ť			Year	r 3					Yea	r 4					Year	- 5						Cumul	lative						٦
					outputs I	Househo	olds			1	Output	s Househol	ds			1	Outpu	ıts House	holds					Outpu	ıts				Out	lputs Hous	seholds				Ou	utputs F	Housel	holds					3		
					DPWA istance	Non-F	HOPWA	Fu	ınding		HOPWA Assistance	Non-H	OPWA	Fur	nding		HOPW/ Assistan		n-HOPW	/A	undin	9	HOPW Assista		on-HOPV	/A	Fundin	ng	HOP Assist		on-HOPW	A F	unding		HOPW		No	n-HOP	WA		Funding	1	=	\$	
HOPWA Performance Chart 1	Needs	Current	Gap	Goal	Actual	Goal	Actual	HOPWA Budget	HOPWA Actual Leveraged Non	WA	Goal	al	Actual	HOPWA Budget	HOPWA Actual Leveraged Non			Actual	Actual	HOPWA Budget	HOPWA Actual	Leveraged Non HOPWA	Goal	len	Goal	HOPWA Budget	HOPWA Actual	Leveraged Non HOPWA	Goal	_ [Goal	HOPWA Budget	HOPWA Actual Leveraged Non HOPWA	Goal	ler	-m	Goal	Actual	% of Goal	HOPWA Budget	HOPWA Actual	Leveraged Non HOPWA	Priority Need:	Plan to Fund?	
Tenant-based Rental Assistance	0	0	0																															C) () ###	0	0	####	0	0	0			Т
Short-term Rent, Mortgage and Utility payments	0	0	0																															C) () ###	0	0	####	0	0	0			
Facility-based Programs	0	0	0							1						1																		C) () ###	0	0	####	0	0	0			ī
Units in facilities supported with operating costs	0	0	0							1						1																		C) () ###	0	0	####	0	0	0			ī
Units in facilities developed with capital funds and placed in service during the program year	0	0	0																																0 0	0 ###	0	0 :	####	0	0	0			
Units in facilities being developed with capital funding but not yet opened (show units of housing planned)	0	0	0							1						1																		c	0 (0 ###	0	0 -	####	0	0	0			
Stewardship (developed with HOPWA but no current operation or other costs) Units of housing subject to three- or ten-year use agreements	0	0	0 0							I						Ī																			0 0	0 ###	0	0 :	####	0	0	0			
Adjustment for duplication of households (i.e., moving between types of housing)										ı																																			ĺ
Subtotal unduplicated number of households/units of housing assisted	0	0	0 0		0	0	0	0	0	0	0	0 0	0	0	0	0	0	0	0	0 0	0	0	0	0	0	0 0	0	0	0	0	0	0 0	0	0 0) (0	0	0		0	0	0			Ī
Supportive Services					Outputs	Individu	als			Т	Output	s Individua	ıls			7	Outpu	uts Indiv	duals				Outp	uts Indi	ividuals				Ou	tputs Indi	viduals				Oı	utputs I	Individ	duals					П		-
Supportive Services in conjunction with housing activities (for households above in HOPWA or leveraged other units)	0	0	0																																0 0	0 ###	0	0 :	####	0	0	0			
Housing Placement Assistance					Outputs	Individu	als			1	Output	s Individua	ıls			_	Outpu	uts Indiv	duals				Outp	uts Indi	ividuals				Ou	tputs Indi	viduals												П		-
Housing Information Services	0	0	0																															C) () ###	0	0	####	0	0	0			ī
Permanent Housing Placement Services	0	0	0																															C) () ###	0	0	####	0	0	0			
Housing Development, Administration, and Management Services																																													
Resource Identification to establish, coordinate and develop housing assistance resources																																													
Project Outcomes/Program Evaluation (if approved)																																													
Grantee Administration (maximum 3% of total) (i.e., costs for general management, oversight, coordination, evaluation, and reporting)																																													
Project Sponsor Administration (maximum 7% of total) (i.e., costs for general management, oversight, coordination, evaluation, and reporting)																																													
Other Activity (if approved in grant agreement) Specify:																																													
1	0	0	0		_					4													ш											C) (0	0	0		0	0	0			
2	0	0	0		_					4													ш											C) (0	0	0		0	0	0			L
3	0	0	0		<u> </u>	<u> </u>				4				_		4						_	\vdash	_	_		\bot				_	4		C) (0	0	0		0	0	0			L
4	0	0	0		Ц	Ц_	Ц_			_						_			4							4								C) ()	0	0		0	0	0			
																																													-

HOPWA Performance Chart 2

	T		Number of Households	Number of	What happened to the	ne Hous	seholds	that	left the	oroject	?	Hous	sing Stability	/
Type of Housing Assistance	Total Number of Households Receiving Assistance	Average Length of Stay [in weeks]	Remaining in Project at the End of the Program Year	Households that left the Project			PY1	71.1	PY3	*SY4	Cumulative	Stable	Unstable	Percent Stable / Total
					Emergency Shelter			T			0	PY1	PY1	
	0	PY1	PY1	#VALUE!	Temporary Housing						0	0	0	#DIV/0!
					Private Hsg						0	PY2	PY2	
	0	PY2	PY2	#VALUE!	Other HOPWA						0	0	0	#DIV/0!
Tenant-based Rental Assistance					Other Subsidy						0	PY3	PY3	
Teriant-based Rental Assistance	0	PY3	PY3	#VALUE!	Institution						0	0	0	#DIV/0!
					Jail/Prison			4			0	PY4	PY4	
	0	PY4	PY4	#VALUE!	Disconnected			_			0	0	0	#DIV/0!
					Death						0	PY5	PY5	
	0	PY5	PY5	#VALUE!								0	0	#DIV/0!
					Emergency Shelter						0	PY1	PY1	
	0	PY1	PY1	#VALUE!	Temporary Housing						0	0	0	#DIV/0!
					Private Hsg						0	PY2	PY2	
	0	PY2	PY2	#VALUE!	Other HOPWA						0	0	0	#DIV/0!
Short-term Rent, Mortgage, and Utility					Other Subsidy						0	PY3	PY3	
Assistance	0	PY3	PY3	#VALUE!	Institution						0	0	0	#DIV/0!
					Jail/Prison						0	PY4	PY4	
	0	PY4	PY4	#VALUE!	Disconnected						0	0	0	#DIV/0!
					Death						0	PY5	PY5	
	0	PY5	PY5	#VALUE!								0	0	#DIV/0!
					Emergency Shelter						0	PY1	PY1	
	0	PY1	PY1	#VALUE!	Temporary Housing						0	0	0	#DIV/0!
					Private Hsq						0	PY2	PY2	
	0	PY2	PY2	#VALUE!	Other HOPWA						0	0	0	#DIV/0!
	_				Other Subsidy			1			0	PY3	PY3	
Facility-based Housing Assistance	0	PY3	PY3	#VALUE!	Institution			7			0	0	0	#DIV/0!
					Jail/Prison						0	PY4	PY4	
	0	PY4	PY4	#VALUE!	Disconnected			1			0	0	0	#DIV/0!
					Death						0	PY5	PY5	21170.
	0	PY5	PY5	#VALUE!	Dodan						_	0	0	#DIV/0!

FY 2013 Annual Plan

C. Summaries of Specific Annual Objective Tables



Life. Celebrated Daily.

New Specific Objective

Summary of Specific Annual Objectives

Specific Obj. #	Outcome/Objective Specific Annual Objectives	Sources of Funds	Performance Indicators	Year	Expected	Actual Number	Percent Completed
DH-1	Availability/Accessibility of Decent Housing						
						7.	
DH-1 (1)	DH-1 (1) Specific Objective: Provide afforadable and	HOME	Performance Indicator #1:	2012	12		%0
	quality rental housing for eligible individuals.		Number of individuals	2013	12		%0
		Source of Funds #2	successfully housed.	2014	12		%0
				2015	12		%0
		Source of Funds #3		2016	12		%0
			MULTI-YEAR GOAL		09	0	%0
		Source of Funds #1	Performance Indicator #2	2012			#DIV/0i
				2013			#DIV/0!
		Source of Funds #2		2014			#DIV/0i
	Specific Annual Objective			2015			#DIV/0i
		Source of Funds #3		2016			#DIV/0i
			MULTI-YEAR GOAL		0	0	#DIV/0i
		Source of Funds #1	Performance Indicator #3	2012			#DIV/0i
				2013			#DIV/0i
		Source of Funds #2		2014			#DIV/0!
				2015			#DIV/0!
		Source of Funds #3		2016			#DIV/0!
			MULTI-YEAR GOAL		0	0	#DIV/0!

New Specific Objective

Summary of Specific Annual Objectives

Sullillal	Summary of Specific Amidal Objectives				AND DESCRIPTION OF TAXABLE MADE AND TAXABLE PARTY.	INDIVIDUAL PRINCIPAL PRINC	The same of
Specific Obj. #	Outcome/Objective Specific Annual Objectives	Sources of Funds	Performance Indicators	Year	Expected	Actual Number	Percent Completed
DH-1	Availability/Accessibility of Decent Housing						
DH-1 (2)	DH-1 (2) Specific Objective: Improving the quality of life	CDBG	Performance Indicator #1:	2012	83		%0
	in Norfolk neighborhoods by the eradication		Total number of housing unit	2013	75		%0
	and abatement of substandard building	Source of Funds #2	secured and completed.	2014	75		%0
	Condition.			2015	75		%0
		Source of Funds #3		2016	75		%0
			MULTI-YEAR GOAL		383	0	%0
		Source of Funds #1	Performance Indicator #2	2012			#DIV/0i
				2013			#DIV/0i
		Source of Funds #2		2014			#DIV/0i
	Specific Annual Objective			2015			#DIV/0i
		Source of Funds #3		2016			#DIV/0!
			MULTI-YEAR GOAL		0	0	#DIV/0!
		Source of Funds #1	Performance Indicator #3	2012			#DIV/0i
				2013			#DIV/0i
		Source of Funds #2		2014			#DIV/0i
				2015			#DIV/0i
		Source of Funds #3		2016			#DIV/0i
			MULTI-YEAR GOAL		0	0	#DIV/0i

CPMP

Summary of Specific Annual Objectives

New Specific Objective

Specific Obj. #	j. Outcome/Objective Specific Annual Objectives	Sources of Funds	Performance Indicators	Year	Expected	Actual Number	Percent Completed
DH-1	Availability/Accessibility of Decent Housing						
DH-1 (3)	DH-1 (3) Specific Objective: Retain and improve existing	CDBG	Performance Indicator #1:	2012	20		%0
	housing stock, eliminate substandard housing		Number of housing units that	2013	90		%0
	and improve and/or enhance community	Source of Funds #2	are completed.	2014	90		%0
	neignodus.			2015	90		%0
		Source of Funds #3		2016	90		%0
			MULTI-YEAR GOAL		250	0	%0
		Source of Funds #1	Performance Indicator #2	2012			#DIV/0i
				2013			#DIV/0!
		Source of Funds #2		2014			#DIV/0i
	Specific Annual Objective			2015			#DIV/0i
		Source of Funds #3		2016			#DIV/0i
			MULTI-YEAR GOAL		0	0	#REF!
		Source of Funds #1	Performance Indicator #3	2012			#DIV/0i
				2013			#DIV/0i
		Source of Funds #2		2014			#DIV/0i
				2015			#DIV/0i
		Source of Funds #3		2016			#DIV/0!
			MULTI-YEAR GOAL		0	0	#DIV/0!

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Summar	Summary of Specific Annual Objectives						
Specific Obj. #	Outcome/Objective Specific Annual Objectives	Sources of Funds	Performance Indicators	Year	Expected	Actual Number	Percent Completed
DH-2	Affordability of Decent Housing						
DH-2 (1)	DH-2 (1) Specific Objective: Afforadable Ownership	HOME	Performance Indicator #1:	2012	2		%0
	Housing Development		Number of affordable housing	2013	2		%0
		Source of Funds #2	units that are developed.	2014	2		%0
				2015	2		%0
		Source of Funds #3		2016	2		%0
			MULTI-YEAR GOAL		10	0	%0
		Source of Funds #1	Performance Indicator #2	2012			#DIV/0i
				2013			#DIV/0!
		Source of Funds #2		2014			#DIV/0i
	Specific Annual Objective			2015			#DIV/0i
		Source of Funds #3		2016			#DIV/0i
			MULTI-YEAR GOAL		0	0	#DIV/0!
		Source of Funds #1	Performance Indicator #3	2012	A STATE OF THE STA	STATE OF THE PERSON NAMED IN	#DIV/0i
				2013			#DIV/0!
		Source of Funds #2		2014			#DIV/0i
				2015			#DIV/0!
		Source of Funds #3		2016			#DIV/0i
			MULTI-YEAR GOAL		0	0	#DIV/0i

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Summar	Summary of Specific Annual Objectives						
Specific Obj. #	Outcome/Objective Specific Annual Objectives	Sources of Funds	Performance Indicators	Year	Expected	Actual Number	Percent Completed
DH-2	Affordability of Decent Housing						
DH-2 (2)		CDBG	Performance Indicator #1:	2012	2		%0
	атогdable rental nousing.		Number of units developed.	2013	2		%0
		Source of Funds #2		2014	m		%0
				2015	2		%0
		Source of Funds #3		2016	m		%0
			MULTI-YEAR GOAL		12	0	%0
		Source of Funds #1	Performance Indicator #2	2012			#DIV/0i
				2013			#DIV/0i
		Source of Funds #2		2014			#DIV/0i
	Specific Annual Objective			2015			#DIV/0i
		Source of Funds #3		2016			#DIV/0i
			MULTI-YEAR GOAL		0	0	#REF!
		Source of Funds #1	Performance Indicator #3	2012			#DIV/0!
				2013	The second second		#DIV/0!
		Source of Funds #2		2014			#DIV/0i
				2015			#DIV/0i
		Source of Funds #3		2016			#DIV/0!
			MULTI-YEAR GOAL		0	0	#DIV/0!

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Summar	Summary of Specific Annual Objectives					unjecuve	
Specific Obj.	Outcome/Objective Specific Annual Objectives	Sources of Funds	Performance Indicators	Year	Expected	Actual Number	Percent Completed
DH-2	Affordability of Decent Housing						
DH-2 (3)	Specific Objective: Increase number of	CDBG	Performance Indicator #1:	2012	2		%0
	affordable housing for individuals with special		Number of units that are	2013	2		%0
	needs.	Source of Funds #2	developed.	2014	2		%0
				2015	2		%0
		Source of Funds #3		2016	2		%0
			MULTI-YEAR GOAL		10	0	%0
		Source of Funds #1	Performance Indicator #2	2012			#DIV/0!
				2013			#DIV/0i
		Source of Funds #2		2014			#DIV/0i
	Specific Annual Objective			2015			#DIV/0i
		Source of Funds #3		2016			#DIV/0!
			MULTI-YEAR GOAL		0	0	#REF!
		Source of Funds #1	Performance Indicator #3	2012			#DIV/0i
				2013			#DIV/0i
		Source of Funds #2		2014			#DIV/0i
				2015			#DIV/0i
		Source of Funds #3		2016			#DIV/0!
			MULTI-YEAR GOAL		0	0	#DIV/0i

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Percent Completed New Specific Actual Number Expected Number Year Performance Indicators Sources of Funds Summary of Specific Annual Objectives Specific Annual Objectives Affordability of Decent Housing Outcome/Objective Specific Obj. # DH-2

0							
Specific Objective	DH-Z (4) Specific Objective: To assist chronic homeless	HOME	Performance Indicator #1:	2012	45		%
individuals in obta	individuals in obtaining permanent supportive		Number of individuals	2013	45		%0
nousing and obtain	nousing and obtainig seit sufficiency.	Source of Funds #2	transitioned to permenant	2014	45		%0
			supportive Housing.	2015	45		%0
		Source of Funds #3		2016	45		%0
			MULTI-YEAR GOAL		225	0	%0
		Source of Funds #1	Performance Indicator #2	2012			#DIV/0!
				2013			#DIV/0i
		Source of Funds #2		2014			#DIV/0i
Specific Annual Objective	bjective			2015			#DIV/0i
		Source of Funds #3		2016			#DIV/0i
			MULTI-YEAR GOAL		0	0	#REF!
		Source of Funds #1	Performance Indicator #3	2012			#DIV/0!
				2013			#DIV/0!
		Source of Funds #2		2014			#DIV/0!
				2015			#DIV/0i
		Source of Funds #3		2016			#DIV/0i
			MULTI-YEAR GOAL		0	0	#DIV/0i

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New Specific

Expected Actual Summary of Specific Annual Objectives Outcome/Objective Specific Obj.

		100	Г	Π					Г						Γ						
Percent	Completed			%0	%0	%0	%0	%0	%0	#DIV/0i	#DIV/0i	#DIV/0i	#DIV/0i	#DIV/0i	#REF!	#DIV/0i	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	10//10#
Actual	Number								0						0						c
Expected	Number			150	150	150	150	150	750						0						c
Year				2012	2013	2014	2015	2016		2012	2013	2014	2015	2016		2012	2013	2014	2015	2016	
Performance Indicators				Performance Indicator #1:	Number of households who	received financial assistance.			MULTI-YEAR GOAL	Performance Indicator #2					MULTI-YEAR GOAL	Performance Indicator #3					MIII TI VEAD GOAL
Sources of Funds				HOME		Source of Funds #2		Source of Funds #3		Source of Funds #1		Source of Funds #2		Source of Funds #3		Source of Funds #1		Source of Funds #2		Source of Funds #3	
J. Outcome/Objective	Specific Annual Objectives	Affordability of Decent Housing			in preventing homelessness.			197					Specific Annual Objective					<u> </u>			
Specific Obj.	#	DH-2		DH-2 (5)																	

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New Specific Objective

Summar	Summary of Specific Annual Objectives					FCIIVE	
Specific Obj. #	Outcome/Objective Specific Annual Objectives	Sources of Funds	Performance Indicators	Year	Expected	Actual Number	Percent Completed
SL-1	Availability/Accessibility of Suitable Living E	Environment					
SL-1 (1)		CDBG	Performance Indicator #1:	2012	009		%0
	to people in need.		Increase the range of number	2013	009		%0
		ESG	of shelter services for person	2014	009		%0
			WIO AIM III INCOM.	2015	009		%0
		HOME		2016	009		%0
			MULTI-YEAR GOAL		3000	0	%0
		Source of Funds #1	Performance Indicator #2	2012			#DIV/0i
				2013			#DIV/0i
-		Source of Funds #2		2014			#DIV/0i
	Specific Annual Objective			2015			#DIV/0i
-		Source of Funds #3		2016			#DIV/0!
			MULTI-YEAR GOAL		0	0	#DIV/0i
		Source of Funds #1	Performance Indicator #3	2012			#DIV/0i
				2013			#DIV/0i
		Source of Funds #2		2014			#DIV/0i
				2015			#DIV/0i
		Source of Funds #3		2016			#DIV/0i
			MULTI-YEAR GOAL		0	0	#DIV/0i

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ummar	Summary of Specific Annual Objectives				5			
Specific Obj. #		Sources of Funds	Performance Indicators	Year	Expected	Actual Number	Percent Completed	
SL-1	Availability/Accessibility of Suitable Living E	Environment						-
								4
SL-1 (2)	Specific Objective: Provide emergency food	CDBG	Performance Indicator #1:	2012	1000000		%0	
	assistance to households who face food		Total number of individuals	2013	1000000		%0	-
	SHOLIAGES.	Source of Funds #1	who received emergency food	2014	1000000		%0	
			sei vices aminamy.	2015	1000000		%0	7
		Source of Funds #1		2016	2016 1000000		%0	*
			MULTI-YEAR GOAL		5000000	0	%0	4
		Source of Funds #1	Performance Indicator #2	2012			#DIV/0!	-
				2013			#DIV/0i	-
		Source of Funds #2		2014			#DIV/0i	-
	Specific Annual Objective			2015			#DIV/0i	
		Source of Funds #3		2016			#DIV/0!	
			MULTI-YEAR GOAL		0	0	#DIV/0i	Section 1
		Source of Funds #1	Performance Indicator #3	2012			#DIV/0i	-
				2013			#DIV/0i	200
		Source of Funds #2		2014			#DIV/0i	-
				2015			#DIV/0i	-
		Source of Funds #3		2016			#DIV/0i	
			MULTI-YEAR GOAL		0	0	#DIV/0i	

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Summar	Summary of Specific Annual Objectives						
Specific Obj. #	Outcome/Objective Specific Annual Objectives	Sources of Funds	Performance Indicators	Year	Expected	Actual Number	Percent Completed
SL-1	Availability/Accessibility of Suitable Living Environment	nvironment					
SL-1 (3)	SL-1 (3) Specific Objective: Sponsor a broad range of	CDBG	Performance Indicator #1:	2012	200		%0
	programs that offer healthy education activities		Total number of youth served.	2013	200		%0
	that are recreationally based, builds self-	Source of Funds #2		2014	200		%0
	esteem, teach personal illiancial literacy, enable academic success, and enhance			2015	200		%0
	decision making skills.	Source of Funds #3		2016	200		%0
			MULTI-YEAR GOAL		2500	0	%0
		Source of Funds #1	Performance Indicator #2:	2012	25		%0
			Total number of seniors	2013	25		%0
		Source of Funds #2	receiving enrichment services.	2014	25		%0
	Specific Annual Objective			2015	25		%0
		Source of Funds #3		2016	25		%0
			MULTI-YEAR GOAL		125	0	%0
		Source of Funds #1	Performance Indicator #3	2012			#DIV/0i
				2013			#DIV/0i
		Source of Funds #2		2014			#DIV/0!
				2015			#DIV/0i
		Source of Funds #3		2016			#DIV/0!
			MULTI-YEAR GOAL		0	0	#DIV/0!

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New Specific Objective

Summary of Specific Annual Objectives

	canimary of opcome Annian Objectives				AND DESCRIPTIONS OF THE PERSONS OF T	NAME OF TAXABLE PARTY OF TAXABLE PARTY.		1
Specific Obj. #	j. Outcome/Objective Specific Annual Objectives	Sources of Funds	Performance Indicators	Year	Expected	Actual Number	Percent Completed	
SL-1	Availability/Accessibility of Suitable Living E	Environment						
								×0
SL-1 (4)	SL-1 (4) Specific Objective: Facilitate infrastructure	CDBG	Performance Indicator #1:	2012	87		%0	_
	improvements to in low- to moderate-income		Total number ADA ramps	2013	87		%0	
	neignborhoods on a case-by-case basis.	Source of Funds #2	ınstalled.	2014	87		%0	
				2015	87		%0	-
		Source of Funds #3		2016	87		%0	-
			MULTI-YEAR GOAL		435	0	%0	-
		Source of Funds #1	Performance Indicator #2:	2012	25		%0	-
			Total number of seniors	2013	25		%0	
		Source of Funds #2	receiving enrichment services.	2014	25		%0	
	Specific Annual Objective			2015	25		%0	,
		Source of Funds #3		2016	25		%0	-
			MULTI-YEAR GOAL		125	0	%0	_
		Source of Funds #1	Performance Indicator #3	2012			#DIV/0!	
				2013			#DIV/0!	
		Source of Funds #2		2014			#DIV/0!	
				2015			#DIV/0!	
		Source of Funds #3		2016			#DIV/0i	
			MULTI-YEAR GOAL		0	0	#DIV/0!	-

New Specific Objective

Summary of Specific Annual Objectives

	1						
Specific Obj. #	ij. Outcome/Objective Specific Annual Objectives	Sources of Funds	Performance Indicators	Year	Expected	Actual Number	Percent Completed
SL-1	Availability/Accessibility of Suitable Living E	nvironment					
SL-1 (5)		CDBG	Performance Indicator #1:	2012	87		%0
	Improvements to in low- to moderate-income		Total number ADA ramps	2013	87		%0
	neignbornoods on a case-by-case basis.	Source of Funds #2	nnstalled.	2014	87		%0
				2015	87		%0
		Source of Funds #3		2016	87		%0
			MULTI-YEAR GOAL		435	0	%0
		Source of Funds #1	Performance Indicator #2:	2012	25		%0
			Total number of seniors	2013	25		%0
		Source of Funds #2	receiving enrichment services.	2014	25		%0
	Specific Annual Objective			2015	25		%0
		Source of Funds #3		2016	25		%0
			MULTI-YEAR GOAL		125	0	%0
		Source of Funds #1	Performance Indicator #3	2012			#DIV/0!
				2013			#DIV/0i
		Source of Funds #2		2014			#DIV/0i
				2015			#DIV/0i
		Source of Funds #3		2016			#DIV/0!
			MULTI-YEAR GOAL		0	0	#DIV/0i

Percent Completed New Specific Actual Number Expected Number Year Performance Indicators Sources of Funds Specific Annual Objectives
Availability/Accessibility of Suitable Living Environment Summary of Specific Annual Objectives Outcome/Objective Specific Obj. SL-1

		TIAN CHINCIP					
SL-1 (6)	SL-1 (6) Specific Objective: Support new and existing	CDBG	Performance Indicator #1:	2012	100		%0
	businesses to develop job skills and trade skills		Total number individuals	2013	100		%0
	ioi ilicreased job opportunities.	Source of Funds #2	trained.	2014	100		%0
				2015	100		%0
:1		Source of Funds #3		2016	100		%0
			MULTI-YEAR GOAL		200	0	%0
		Source of Funds #1	Performance Indicator #2:	2012			#DIV/0i
				2013			#DIV/0!
		Source of Funds #2		2014			#DIV/0i
	Specific Annual Objective			2015			#DIV/0i
		Source of Funds #3		2016			#DIV/0i
			MULTI-YEAR GOAL		0	0	#DIV/0i
		Source of Funds #1	Performance Indicator #3	2012			#DIV/0i
				2013			#DIV/0!
		Source of Funds #2		2014			#DIV/0i
				2015			#DIV/0i
		Source of Funds #3		2016			#DIV/0!
			MULTI-YEAR GOAL		0	0	#DIV/0i

New Specific Objective

Summary of Specific Annual Objectives

City of Norfolk

Specific Obj. #		Sources of Funds	Performance Indicators	Year	Expected	Actual Number	Percent Completed
	Specific Annual Objectives						
SL-1	Availability/Accessibility of Suitable Living Environment	invironment					
SL-1 (7)	SL-1 (7) Specific Objective: Upgrade and rehabilitate	CDBG	Performance Indicator #1:	2012	0		#DIV/0!
	public infrastructure.		Total number of infrastructure	2013	2		%0
		Source of Funds #2	Improvements.	2014	1		%0
				2015	-		%0
		Source of Funds #3		2016	1		%0
			MULTI-YEAR GOAL		5	0	%0
		Source of Funds #1	Performance Indicator #2:	2012			#DIV/0i
				2013			#DIV/0i
		Source of Funds #2		2014			#DIV/0i
	Specific Annual Objective			2015			#DIV/0i
		Source of Funds #3		2016			#DIV/0i
			MULTI-YEAR GOAL		0	0	#DIV/0!
		Source of Funds #1	Performance Indicator #3	2012			#DIV/0!
				2013			#DIV/0!
		Source of Funds #2		2014			#DIV/0i
				2015			#DIV/0i
		Source of Funds #3		2016			#DIV/0!
			MULTI-YEAR GOAL		0	0	#DIV/0i

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New Specific

C-16

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Summary of Specific Annual Objectives

City of Norfolk

Percent Completed Actual Number Expected Year Performance Indicators Sources of Funds Availability/Accessibility of Suitable Living Environment Specific Annual Objectives Outcome/Objective Specific Obj. # SL-1

SL-1 (8)	SL-1 (8) Specific Objective: To provide neighborhoods	CDBG	Performance Indicator #1:	2012	09		%0	
	with strong community building skills and the		Total number of residents who	2013	09		%0	
	tools and resources needed to improve the impage and marketahility of their noighborhoods	Source of Funds #2	accessed the resources.	2014	09		%0	
	ביימפלי מיים יוימיאפימטייינץ טו נויפיו יופיפטרוטטטע			2015	09		%0	
		Source of Funds #3		2016	09		%0	
			MULTI-YEAR GOAL		300	0	%0	
		Source of Funds #1	Performance Indicator #2:	2012			#DIV/0!	
				2013			#DIV/0!	
		Source of Funds #2		2014			#DIV/0i	
	Specific Annual Objective			2015			#DIV/0i	
		Source of Funds #3		2016			#DIV/0i	
			MULTI-YEAR GOAL		0	0	#DIV/0i	
		Source of Funds #1	Performance Indicator #3	2012			#DIV/0i	
				2013			#DIV/0i	
		Source of Funds #2		2014			#DIV/0i	
				2015			#DIV/0!	
		Source of Funds #3		2016			#DIV/0!	
			MULTI-YEAR GOAL		0	0	#DIV/0i	

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New Specific Objective

Summary of Specific Annual Objectives

5	caminally of opcome Annia a Opcomes				ALCOHOL: SECTION OF SEC	AND DESCRIPTION OF THE PROPERTY OF THE PROPERT	Principle	
Specific Obj. #	j. Outcome/Objective Specific Annual Objectives	Sources of Funds	Performance Indicators	Year	Expected	Actual Number	Percent Completed	
NR-1	Neighborhood Revitalization							
NR-1 (1)	NR-1 (1) Specific Objective: To utilize volunteers in an	CDBG	Performance Indicator #1:	2012	23		%0	
	effort to augment leveraging resources for		Total number of project	2013	23		%0	
	repoyations for Norfolk's law, to moderate	Source of Funds #2	completed.	2014	23		%0	
	income households throughout the City			2015	23		%0	_
		Source of Funds #3		2016	23		%0	
			MULTI-YEAR GOAL		115	0	%0	
		Source of Funds #1	Performance Indicator #2	2012			#DIV/0!	
				2013			#DIV/0i	
		Source of Funds #2		2014			#DIV/0i	
	Specific Annual Objective:			2015			#DIV/0i	
		Source of Funds #3		2016			#DIV/0!	
			MULTI-YEAR GOAL		0	0	#DIV/0!	
		Source of Funds #1	Performance Indicator #3	2012			#DIV/0i	
				2013			#DIV/0i	
		Source of Funds #2		2014			#DIV/0!	
				2015			#DIV/0!	
		Source of Funds #3		2016			#DIV/0!	
			MULTI-YEAR GOAL		0	0	#DIV/0!	

NR-1 (1)

FY 2013 Annual Plan

D. Annual Housing Completion Goals Tables



Life. Celebrated Daily.

TABLE 3B AN	NUAL HOUSI	NG COMPLE	TION GO	ALS	
ANNUAL AFFORDABLE RENTAL	Annual Expected	Resou	rces used du	uring the pe	eriod
HOUSING GOALS (SEC. 215)	Number Completed	CDBG	НОМЕ	ESG	HOPWA
Acquisition of existing units					
Production of new units					
Rehabilitation of existing units					
Rental Assistance	271	V	✓		
Total Sec. 215 Rental Goals	271	V	V		
ANNUAL AFFORDABLE OWNER HOUSING GOALS (SEC. 215)					
Acquisition of existing units					
Production of new units	5		✓		
Rehabilitation of existing units	76	V	✓		
Homebuyer Assistance	30		✓		
Total Sec. 215 Owner Goals	111	V	✓		
ANNUAL AFFORDABLE HOUSING					
GOALS (SEC. 215)					
Homeless	247	✓	✓		
Non-Homeless	25	✓	✓		
Special Needs	16	✓			
Total Sec. 215 Affordable Housing	288	✓	✓		
ANNUAL HOUSING GOALS					
Annual Rental Housing Goal	271	✓	V		
Annual Owner Housing Goal	134	✓	✓		
Total Annual Housing Goal	382		✓		

For the purpose of identification of annual goals, an assisted household is one that will receive benefits through the investment of Federal funds, either alone or in conjunction with the investment of other public or private funds.